

South Central Regional Library Council  
Board Meeting  
December 13, 2019  
SCRLC, Ithaca, NY

**Present:**

Camille Andrews  
Megan Biddle  
Cindy Buerkle  
Kristin Dade  
Jim Galbraith  
Sarah Glogowski  
Carol Henderson  
Jean Jenkins  
Fiona Patrick  
Mark Smith  
David Stevick  
Nicole Waskie-Laura

**Excused:**

Keturah Cappadonia  
Fabina Benites

**Staff:**

Diane Capalongo  
Danna Harris  
Mary-Carol Lindbloom

**Guests:**

Gregg Kiehl  
Matthew McSherry

**Presiding.** J. Galbraith called the meeting to order at 9:33 a.m.

**Consent Agenda**

**DOC.#2019 – 49, 50, 63.** C. Henderson moved to approve the consent agenda; seconded by F. Patrick. Approved.

**President’s Report**

M-C Lindbloom’s annual review has been completed; J. Galbraith appreciates the board’s input and a very positive evaluation has been given. Many thanks to M-C Lindbloom for all her hard work.

**DOC.#2019 – 51**

**Independent Auditor’s Report.** The auditor, Matthew McSherry, met with the finance committee last week for a detailed report/review of our financial statements. All documents have been shared with the Board. Audit results continue to be “unqualified and unmodified,” which is the highest level of opinion that can be issued by an accounting firm. Assets, liabilities, revenues and expenses were all accurately reported for the past year. SCRLC does a very good job of living within our revenue streams. Cash balance is very healthy; over six months of operating expenses on hand which is acceptable and very prudent. Some organizations strive for a year’s worth, but this is hard to do for mission-driven organizations. Our policies and procedures are also solid—SCRLC is prepared to weather storms. S. Glogowski moved to approve; seconded by C. Henderson. Approved.

**DOC.#2019 - 52**

**IRS 990 2018.** Motion to approve the 2018 990 Form was made by C. Henderson; seconded by N. Waskie-Laura. Approved.

**DOC.#2019 – 53**

**Budget Amendment.** Matthew McSherry and finance committee met and reviewed the audit report and also discussed the budget

amendment. We had money to shift due to personnel being on leave and this year's health insurance increase was not as much as originally allocated. By funding dolphin cove with operating funds there is flexibility in the type of projects that can be funded. Motion to approve the amended budget made by C. Buerkle; seconded by S. Glogowski. Approved.

**DOC.#2019 - 55**

**RBDB 2020 Budget.** BARC is increasing to \$11,000, though it is not a line item in the 2020 budget because we can pay Tompkins Cortland Community College with 2019 RBDB funds. We may replace LRC and EBSCO Art Museum with other resources; for now, they are there as placeholders. We will be trialing several other EBSCO resources as well as Ethnic Newswatch and LISA databases. Motion to approve the 2020 RBDB budget was made by M. Smith; seconded by F. Patrick. Approved.

**DOC.#2019 – 56,  
57, 58**

**August 2019, Bill Sheet #2, September 2019, Bill Sheet #3, October 2019, Bill Sheet #4.** S. Glogowski noted OCLC, Resource Sharing meeting expenses, ESLN member fee as out of the ordinary expenses for August; DataMomentum, CLRC, and NY Heritage annual fee as out of the ordinary expenses for September; and grants to member libraries, staff development, annual meeting as out of the ordinary expenses for October. Motion to approve all three bill sheets made by C. Henderson; seconded by C. Buerkle. Approved.

**2020 RBDB Grant Applications.** Recused from discussion: C. Henderson, S. Glogowski, and M. Smith. Julia Corrice joined the discussion to review applications, outside review panel comments, and to field any questions. All applications were recommended for approval at some level of funding. Motion to approve RBDB Grants as recommended by the outside review panel made by C. Andrews, seconded by C. Buerkle. Approved.

**DOC.#2019 – 59**

**Diversity, Equity & Inclusion Plan.** Motion to approve made by N. Waskie-Laura, seconded by C. Henderson. Approved.

**2020 Meeting Dates**

February 7 – SCRLC

March 13 – Finger Lakes Library System

May 22 – Houghton College

July 10 – Board Retreat, location TBD

September 25 – Cornell University

October 23 – Annual Meeting, location TBD

December 18 – SCRLC

**2020 Slate of Officers.** J. Jenkins, Nominating and Board Development Committee Chair, reported that all current officers agreed to serve again; there were no nominations from the floor. Motion to

approve 2020 Slate of Officers made by D. Stevick; seconded by C. Henderson. Approved.

**Bibliographic & Referral Center Presentation.** Given by Gregg Kiehl, Tompkins Cortland Community College Library Director. 2016 to 2018 saw a large jump in BARC use. Most of the requests are books and media with an 80% fill rate. Service goes to home schoolers, high school students, and rural libraries. Providing BARC services helps them to fulfill their community service goal. BARC use from 2018 to 2019 is up 40%, which was unexpected. A project assistant will be hired for the next year.

**Executive Director's Report.** M-C Lindbloom noted some additions: Houghton and Keuka Colleges have signed up to participate in SCORA; she encouraged everyone to participate. Update on EFTS: MLA reached its minimum institution requirement, so they will take over that service. ESLN: In some regions, libraries have had issues finding temporary positions so ESLN is considering developing a temporary workers service, M-C Lindbloom will be sending a survey to gauge SCRLC interest. Legislative Grant: We will order digitizing equipment in the new year (being funded by Assemblywoman Barbara Lifton) and will hold an open house in the spring to dedicate the space. The Board agreed that the Currie-Lifton Digitization Center is a suitable name.

**Adjournment.** Meeting adjourned at 12:02 p.m.

Next meeting will be on Friday, February 7, 2020, 9:30 a.m. at SCRLC, Ithaca, NY.

Respectfully Submitted,

Nicole Waskie-Laura