

**South Central Regional Library Council
Board Meeting
May 14, 2021
Online Zoom Meeting**

Present:

Camille Andrews
Megan Biddle
Keturah Cappadonia
Steph Cowling-Rich
Kristin Dade
Jim Galbraith
Julia Iannello
Jean Jenkins
Marge Kappanadze
Fiona Patrick
David Stevick
Brian Sullivan
Nicole Waskie-Laura
Karin Wikoff (arrived 10:54)

Excused:

Sarah Glogowski

Staff:

Diane Capalongo
Danna Harris
Mary-Carol Lindbloom
Claire Lovell

Presiding. J. Galbraith called the meeting to order at 10:31 a.m.

**DOC.#2021 – 24,
25**

Consent Agenda. M. Kappanadze moved to approve the consent agenda with this addition, seconded by K. Dade. Approved.

DOC.#2021 - 35

Nominating & Board Development Committee Report. A motion to approve the appointments of Steph Cowling-Rich (Lay-Researcher Non-Librarian Seat), Julia Iannello (School Library System Seat), and Karin Wikoff (Academic Seat) to the Board of Trustees to fill vacant seats made by J. Galbraith, seconded by N. Waskie-Laura. Approved.

Board Retreat Discussion: We are still looking for a facilitator. The meeting will focus at how to actualize our new plan of service and how to turn the goals into actionable items. Advisory committee members will be invited to join. The decision was made to stay remote for this meeting and we will look forward to an in-person annual meeting in October.

**DOC.#2021 – 26,
27**

March 2021, Bill Sheet #9; April 2021, Bill Sheet #10.

M. Lindbloom reported that we received our final 20% from the state so journal entries were made to transfer salaries and pay database subscriptions (NEJM, Consumer Health Complete) and that is why there is a negative balance. The Misc. entry at the bottom was a result of a stolen credit card expense. April out of the ordinary entries include the stolen credit card credit and down payment to Sedgewick for the DIRT

walls. A motion to approve the March and April bill sheets was made by J. Jenkins, seconded by K. Dade. Approved.

DOC.#2021 – 29 **Draft Budget Amendment 2020-2021.** A budget amendment is necessary due to receiving the remaining 20% of funds from the state. The money and our two PPP loans enabled us to offer RBDB grants. A motion to approve the 2020-2021 Budget Amendment was made by M. Kappanadze, seconded by K. Dade. Approved.

DOC.#2021 – 30 **Budget 2021-2022.** The Personnel and Finance Committees recommended presenting the budget with 3% raises. ACITS recommended that electronic resources should remain the same. HLSP grants are included but may be used for an electronic resource that all hospitals could access. A motion to the 2021-2022 Budget made by K. Wikoff, seconded by J. Jenkins. Approved

DOC.#2021 - 32 **Employee Handbook.** K. Dade reported that a 3% raise would be preferable. There have been some updates to the Employee Handbook: flex time clarification, TIAA contributions, adding Juneteenth as a holiday, renaming Christmas break to Winter break and giving employees flexibility with these days if they observe different holidays. J. Jenkins made a motion to approve these changes, seconded by C. Andrews. Approved.

RBDB Grant Applications. K. Cappadonia was recused because one of her members has an application being considered. C. Lovell explained the RBDB grant program for the new board members and briefly presented the eight applications. We are expecting a revised application from Genoa to make their project less dependent on equipment purchases. Motion to approve all except Genoa until their revised application is received was made by J. Jenkins, seconded by K. Dade. Approved.

The Genoa application will be voted on by email when the revised application is received.

Reopening Plans K. Wikoff reported that Ithaca College is slowly easing into fully reopening. Staff may start returning to the office over the summer but many staff would prefer to work at home at least partially. Students will be back in the fall. SCRLC staff are still mostly working at home except to get our office packed up and ready for the move to FLLS. K. Cappadonia reported that most of the STLS libraries are back open; STLS staff is remote for the rest of the year due to building renovations. M. Biddle reported 4CLS staff are working in the hybrid model. J. Galbraith reported Binghamton University staff will mostly be back in the office by fall, not sure what will happen with the students in the fall. A similar situation is happening at Cornell as reported by C. Andrews.

Telehealth Initiative. To be discussed at a later date. M. Lindbloom will be reporting on this in a future Director's Cup in the bi-weekly newsletter.

Adjournment. Meeting adjourned by J. Galbraith at 11:58 a.m.

Respectfully Submitted,

Kristin Dade