

**South Central Regional Library Council
Board Meeting Online Zoom
May 19, 2023
Minutes**

Present:

Megan Biddle
Sarah Glogowski
Erika Jenns
Margaret Kappanadze
Fiona Patrick
Matthew Roslund
David Schuster
Brian Sullivan
Karin Wikoff

Excused:

Steph Cowling-Rich
Gaby Castro Gessner
Kristin Dade
Julia Iannello
David Stevick
Nicole Waskie-Laura

Staff:

Diane Capalongo
Danna Harris
Mary-Carol Lindbloom
Claire Lovell

Presiding. Vice President M. Biddle called the meeting to order at 9:32 a.m.

**DOC.#2023 – 23,
24**

Consent Agenda. Motion to approve the Consent Agenda was made by K. Wikoff; seconded by E. Jenns. Approved.

DOC.#2023 – 25

March 2023 Bill Sheet #9. S. Glogowski highlighted out of the ordinary expenses for March: grants to member libraries, purchase of two meeting Owls and an accompanying plus computer, professional expenses (airline ticket, workshop fees). S. Glogowski motioned to approve the March Bill Sheet; seconded by E. Jenns. Approved.

DOC.#2023 – 26

April 2023 Bill Sheet #10. S. Glogowski highlighted out of the ordinary expenses for April: office supplies, ICOLC travel expenses, Diversity Consortium of Tompkins County member dues, professional fees, workshop fees. S. Glogowski motioned to approve the April Bill Sheet, seconded by M. Biddle. Approved.

DOC.#2023 - 34

Personnel Committee Report. Committee recommendations: a 3% raise across the board, add \$305 to the base salaries for all employees except the executive director to keep pace with new exempt employee minimum requirement, make fiscal services manager position exempt, and keep current health insurance. The Committee also recommended a legal employee handbook review. They are also developing and documenting the Executive Director evaluation process.

A motion to approve expending funds for a legal review of the employee handbook by Stephanie Cole Adams was made by S. Glogowski; seconded by F. Patrick. Approved.

**DOC.#2023 – 27,
28, 29, 30**

Finance & Audit Committee Report. A motion to approve 3% raises was and add \$305 to the base salaries except the executive director's was made by K. Wikoff; seconded by S. Glogowski. Approved.

A motion to eliminate Consumer Health Complete and purchase a trial subscription for Niche Academy for one year was made by S. Glogowski; seconded by M. Biddle. Approved.

A motion to maintain a 10% cost share for electronic resources for individual governing members and maintain a proportional cost share for public and school library systems was made by S. Glogowski; seconded by M. Roslund. Approved.

A motion to approved the overall budget was made by S. Glogowski; seconded by M. Biddle. Approved.

Digitization Grants. A motion to approve all the grants with recommended caveats except Seymour Public Library District was made by K. Wikoff; seconded by D. Schuster. Approved.

A motion to hold \$2,000 for Seymour Public Library, which they will receive if they rework their grant and provide requested information was made by M. Biddle; seconded by D. Schuster. Approved.

DOC.#2023 - 32

Executive Director's Report. Additions: The State Library indicated NOVELny will be eliminated next year (June 2024) due to lack of funding. The NYCON grant application was submitted to fund the Board Retreat.

Adjournment. A motion to adjourn was made by S. Glogowski; seconded by K. Wikoff. Adjourned at 11:12 a.m.

Respectfully Submitted,
Matthew Roslund