

**South Central Regional Library Council
Board Meeting, Online
December 13, 2024
Minutes**

Present:

Megan Biddle
Kristin Dade
Sarah Glogowski
Erika Jenns
Margaret Kappanadze
Julia Iannello
Mary Ann Munroe
Matthew Roslund
David Schuster
Brian Sullivan
Karin Wikoff

Excused:

Gaby Castro Gessner
David Stevick

Staff:

Diane Capalongo
Allison Gonzales
Danna Harris
Mary-Carol Lindbloom

Guest:

Deborah Hayden

Presiding. President K. Dade called the meeting to order at 9:32 a.m.

DOC.#2024 – 58, 59

Consent Agenda. A motion to approve the Consent Agenda was made by K. Wikoff; seconded by M. Kappanadzee. Approved.

President's Report

K. Dade reported that her 3-year term as President is up and thanks and appreciates everyone for all their work and commitment to SCRLC.

**DOC.#2024 – 69, 70,
71, 87, 88**

2023-2024 Auditor's Report. D. Hayden stated that the Council ended the year in a strong, solid financial position and maintained its liquidity with a good cash position. SCRLC is in a very good position to do well through any financial challenges that may arise. They are issuing an unqualified, unmodified opinion on the Council's financial statements, which is the highest one that can be provided by an auditing firm. A motion to accept the audit was made by S. Glogowski. Accepted. (Note that the audit does not require a second.) A motion was then made by S. Glogowski to accept the 990; seconded by K. Wikoff. Accepted.

DOC.#2024 – 72, 73

Budget Amendment. S. Glogowski and D. Harris reviewed the budget changes listed in DOC.#2024 – 72. A motion to approve the amended budget was made by E. Jenns; seconded by M. Roslund. Approved.

DOC.#2024 – 74

October 2024, Bill Sheet #4. S. Glogowski highlighted out-of-the-ordinary expenses for October: hospital grants, car insurance, shipment of audit materials, professional expenses, NYLA conference expenses, intern payment, annual meeting gift cards and supplies. S. Glogowski motioned to approve the October Bill Sheet; M. Biddle seconded. Approved.

DOC.#2024 – 75

November 2024, Bill Sheet #5. S. Glogowski highlighted out of the ordinary expenses for November: shelves and plastic bins for the digitization room, annual report design, mileage and travel expenses for annual meeting presenters, intern payment, NYCON dues, annual

meeting expenses. A motion to approve the November Bill Sheet was made by S. Glogowski; seconded by M. Munroe. Approved.

DOC.#2024 – 76

2025-2026 Digitization Grant Application. This year's application is much like last years with the possibility of a Wiki project added. A motion to approve the grant application was made by E. Jenns; seconded by K. Wikoff. Approved.

2025 Board Officers. K. Dade was thanked for her service as Board president. M. Biddle volunteered to serve as President; there were no other candidates. K. Wikoff motioned to approve; seconded by M. Roslund. Approved. K. Dade volunteered to serve as Vice President. S. Glogowski motioned to approve; seconded by K. Wikoff. Approved. Sarah volunteered to stay on as treasurer. K. Wikoff motioned to approve; seconded by E. Jenns. Approved. M. Roslund volunteered to stay on as secretary. K. Wikoff motioned to approve; seconded by E. Jenns. Approved.

DOC.#2024 – 78

Personnel Committee Report. A motion to approved was made by M. Roslund; seconded by M. Munroe. Approved.

DOC.#2024 - 79

Bylaws & State Regulations Committee Report. A motion to approve was made by K. Wikoff; seconded by S. Glogowski. Approved.

DOC.#2024 - 80

Conflict of Interest Policy & Procedures. A motion to approve the Bylaws Committee recommendation was made by E. Jenns; seconded by M. Biddle. Approved.

DOC.#2024 - 81

Internet Use & Safety Policy. A motion to approve the Personnel Committee recommendation (update in the Employee Handbook and refer from the Board policies section to the EH) was made by K. Wikoff; seconded by M. Kappanadze. Approved.

DOC.#2024 - 82

Drug-Free Workplace Policy. A motion to approve the Personnel Committee (update in the Employee Handbook and refer from the Board policies section to the EH) recommendation was made by K. Wikoff, seconded by S. Glogowski. Approved.

DOC.#2024 - 83

Membership Expectations. A motion to approve the Bylaws Committee recommended changes was made by S. Glogowski, seconded by M. Kappanadze. Approved.

DOC.#2024 - 84

Privacy Policy. A motion to approve the Bylaw Committee recommendation under the condition that Stephanie Cole Adams agrees with the W-9 filing and storage method was made by K. Wikoff, seconded by J. Iannello. Approved.

Sustainable Library Initiative. There are two levels of participating in the SLI. The first is we can join for a year for free because of our NYLA membership; second, we could join the certification process which costs money. M-C Lindbloom suggested we hold off on the certification process because Rebekkah Smith Aldrich believes multitype consortia

might need their own process and is working on this. A motion to join the initiative for one year was made by M. Roslund; seconded by J. Iannello. Approved.

Upstate ESLN Councils Collaborative for Advocacy. The PR firm that worked with NYALS and NYLA on library advocacy this past year suggested that the 7 upstate ESLN Councils request \$72,050 in funding for public relations expertise from the Upstate Caucus of legislators. This is a separate “ask” from our state aid or any Advocacy Day activities we would participate in. Sheryl Knab (ESLN) and Vic Martucci (PR firm) will present this idea to NYLA and hope that it will not be shut down. The general consensus of the Board is to go ahead and try for the funds. One PR campaign is better than none.

M-C Lindbloom asked if the Board would like to give five staff members \$50 gift cards for Christmas. A motion to approve was made by K. Wikoff and seconded by M. Kappanadzee. Approved.

Adjournment. A motion to adjourn was made by E. Jenns and seconded by S. Glogowski. The meeting adjourned at 10:25 a.m.

Respectfully Submitted,

Matthew Roslund, Board Secretary