

**South Central Regional Library Council
Board Meeting, Online
March 14, 2025
Minutes**

Present:

Megan Biddle
Gaby Castro Gessner
Kristin Dade
Sarah Glogowski
Kirsten Gosch
Erika Jenns
Margaret Kappanadze
Hugh McHarg
Mary Ann Munroe
Matthew Roslund
David Stevick
Brian Sullivan
Karin Wikoff

Excused:

Julia Iannello
David Schuster

Staff:

Diane Capalongo
Danna Harris
Mary-Carol Lindbloom

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

DOC.#2025 – 17, 18

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

DOC.#2025 – 19

January 2025, Bill Sheet #7. S. Glogowski highlighted out the ordinary expenses for January: insurance payments to Hartford, grants to members (final 10% on digitization grants and individual HLSP grants), Sage accounting software, lakenet.org domain renewal, and workshop fees. A motion to approve the January Bill Sheet was made by S. Glogowski, seconded by K. Wikoff. Approved

DOC.#2025 – 20

February 2025, Bill Sheet #8. S. Glogowski highlighted out of the ordinary expenses for February: underpayment for Workers Comp, NYCON annual fee and workshop fees. A motion to approved the December Bill Sheet was made by S. Glogowski, seconded by M. Kappanadze. Approved.

DOC.#2025 – 21

Privacy Policy. This had been sent back to Stephanie Cole Adams to address communications/streaming platforms. A motion to approve was made by M. Kappanadze, seconded by K. Dade. Approved.

DOC.#2025 – 22

Special Funds Policy. A motion to approve was made by K. Wikoff, seconded by M. Munroe. Approved.

DOC.#2025 – 23

Executive Director's Ability to Move Funds within the Approved Budget Policy. A motion to approve was made by D. Stevick, seconded by M. Roslund. Approved

DOC.#2025 – 24

Records Retention Policy. This policy was reviewed with Stephanie Cole Adams and our audit team at Port, Kashdin & McSherry to ensure it complied with accounting requirements. We routinely purge records but we need to track what we purge and when we purge. A motion to approve was made by M. Kappanadze, seconded by M. Munroe. Approved.

DOC .#2025-25 & 26

The Task Group presented their review of Stephanie Cole Adams' Top Ten Risk Management Exercises for Governing Boards of Libraries and Cultural Institutions during the 2025 Federal Shift; the Board discussed at length.

DOC.#2025-30

The Nominating and Board Development Committee presented their ideas for the September 26 Board Retreat (unplugged). D. Stevick's second term will be up in December, which means we will need someone to fill an academic seat.

DOC.#2025 – 27

Executive Director's Report. BARC: we received zero proposals to take over BARC. We will be looking at our options/alternatives.

The Plan of Service survey is under development. M-C Lindbloom asked for 3-4 people not on the Plan of Service Design Team to beta test the survey. K. Dade, D. Stevick, S. Glogowski, and K. Gosch volunteered.

She also said that in May we'll need to convene a task group to review member dues to be voted on at the October 2025 annual business meeting.

Adjournment. A motion to adjourn was made by K. Wikoff and seconded by M. Roslund. The meeting adjourned at 10:51 a.m.

Respectfully Submitted,

Matthew Roslund, Board Secretary