

**South Central Regional Library Council
Board Meeting, Online
May 16, 2025
Minutes**

Present:

Megan Biddle
Gaby Castro Gessner
Kristin Dade
Sarah Glogowski
Margaret Kappanadze
Matthew Roslund
David Stevick
Brian Sullivan
Karin Wikoff

Excused:

Kirsten Gosch
Erika Jenns
Hugh McHarg
Mary Ann Munroe
David Schuster

Staff:

Diane Capalongo
Danna Harris
Mary-Carol Lindbloom

Presiding. President M. Biddle called the meeting to order at 9:35 a.m.

**DOC.#2025 – 31,
32,33**

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

DOC.#2025 – 34

March 2025, Bill Sheet #9. S. Glogowski highlighted out-of-the ordinary expenses for March: Final 10% of digitization grants, auto maintenance, C. Brown's MLA conference, audit fees, and a state park pavilion reservation for the Board retreat. A motion to approve the March Bill Sheet was made by D. Stevick; seconded by M. Kappanadze. Approved.

**DOC.#2025 – 36, 37,
38, 35**

2025-2026 Budget. S. Glogowski reviewed the Finance & Audit Committee Report and the Grant Budget Variance report for 2024-2025. Most of the remaining funds were targeted to support funding some of the digitization grant applications. A motion to approve the Budget Variance was made by K. Wikoff; seconded by M. Kappanadze. Approved.

Regarding the 2025-2026 Budget and Budget Explanations for 2025-2026, S. Glogowski had been in a meeting the day before with the State Librarian, and as a result, reports that we will likely get 90% of our funding in July but the State might hold back 10% in the event they need to amend the state budget in September. The draft budget includes 3% raises for all SCRLC staff, as recommended by the Personnel and Finance & Audit committees. The Board carefully considered membership dues, which resulted in a motion to approve the 2025-2026 Budget with an increase of 3% for full and affiliate member dues (the dues were not raised for the current year). The motion was made by S. Glogowski and seconded by K. Wikoff. Approved.

DOC.#2025 – 42

Records Retention Policy. This was sent back to Stephanie Cole Adams to clarify Legal Correspondence retention. A motion to approve the draft revision was made by G. Castro Gessner; seconded by M. Roslund. Approved.

Digitization Grants. S. Glogowski and M. Biddle recused themselves from this discussion. The outside review panel carefully considered the 16 applications and determined that all were worthy of funding, though three could be partially funded depending on SCRLC's budget situation. SCRLC staff would be hired back to do the work for five of the projects. Some of the projects could be funded out of this year's remaining funds. It was thought with the unknown budget situation that the three projects slated for potential partial funding should be reduced for now, and fully funded depending on when/if we receive our full 2025-2026 state aid.

K. Wikoff made a motion to approve grant funding as recommended by the outside review panel, as follows: Fund the highest rated projects or those unable to otherwise do the work immediately using 2024-2025 funds; fund immediately the applicants for whom SCRLC staff will be doing the work; fund the remaining projects recommended for full funding as soon as we receive state aid in July; and for the three projects that could be scaled back, provide partial funding as soon as state aid is received in July and the remaining funds later in the FY, contingent upon SCRLC's budget and any future changes. D. Stevick seconded. Approved.

Sustainable Libraries Initiative. We joined this initiative and have budgeted for participating in the certification process. M-C Lindbloom will provide updates at the July meeting.

Membership Dues & Fees Task Group. M-C Lindbloom put out a call for members to participate but did not get any replies. She will individually tap members. M. Biddle volunteered to participate as did M. Roslund, M. Kappanadze, K. Wikoff, and S. Glogowski. The first meeting will be in early July.

Plan of Service. We still do not have instructions/guidelines from the State Library but strong work continues within the task groups.

DOC.#2025 – 40

Executive Director's Report. A phishing email occurred using M. Biddle's email. The Board agreed that removing contact information from the public facing Board Roster page would be a good idea.

BARC update: There were no responses to our RFP; FLLS may be amenable to assisting with BARC. If SCRLC brought it back in house we would not be able to handle the volume from the public library systems, which is mostly fiction. We could limit requests to research related.

Adjournment. A motion to adjourn was made by K. Wikoff and seconded by M. Kappanadze. The meeting adjourned at 11:13 a.m.

Respectfully Submitted,

Matthew Roslund, Board Secretary