

**South Central Regional Library Council
Board Meeting
January 31, 2014
SCRLC Office, Ithaca, NY**

Present:

Linda Beins
Sue Bretscher
Pamela Brown
Lisabeth Chabot
Kate Dimitrova
Jill Dixon
Richard Entlich
Deborah Gagnon
Brian Hildreth
Susan LeBlanc
Aprille Nace
Mark Smith
Sarah Weisman

Excused:

Charles O'Bryan
Nicole Waskie-Laura

Staff Present:

Staff:
Mary-Carol Lindbloom
Nora Hardy
Danna Harris

Presiding. Lisabeth Chabot called the meeting to order at 9:33 a.m.

Doc.#2014-1

Agenda –Weisman moved to approve. Second by Gagnon. Approved.

Doc.#2014-2

Minutes of December 13, 2013 meeting. Gagnon moved to approve. Second by Beins. Approved.

President's Report. Chabot reported that the Executive Committee met to discuss personnel changes and felt that an opportunity existed to explore modifying job descriptions. She also mentioned that Regan Brumagen (Corning Museum of Glass Rakow Library) is running for OCLC's Global Council Delegate representing museums and archives, and encouraged all ALA members to vote in the election. Chabot indicated that on average only 20% of members vote.

Doc.#2014-3, 4

Treasurer's Report. November 2013 Bill Sheet #5. Dixon moved to approve. Second by Bretscher. Approved.

December 2013 Bill Sheet #6. Beins moved to approve. Second by Bretscher. Approved.

Bylaws Committee Report. Weisman thanked the Bylaws Committee for their hard work. The Committee received great input and incorporated the entire final round of proposed changes. Lindbloom reported that NYCON advised that the Bylaws must be approved by the members (at the Annual Meeting in October); however, the Board could implement them now and return to the earlier version if the membership voted them down.

Doc.#2014-5 **Bylaws Approval.** Motion to approve by Weisman. Seconded by Entlich. Approved unanimously.

Nominating & Board Development Committee Report. Gagnon reported that the Committee will be conducting Board Member orientation after today's meeting. Planning is underway for the annual Board Retreat. It will probably be held in June.

Personnel Committee Report. Nace reported that the Committee will be meeting today. The *Employee Handbook* will be ready for approval at the next Board meeting. The Committee will work with Lindbloom on restructuring the staff responsibilities. Lindbloom has begun reviewing staffing requirements and skill sets to accomplish the five-year *Plan of Service* goals. She will also explore practices at the other NY 3Rs. Chabot suggested using Resource Sharing and Digitization Advisory Committees for their input on program needs. Lindbloom anticipated that temporary staff (on a contract basis) will be necessary to sustain the programs until the restructuring and hiring processes can be completed. The TPS (Teaching with Primary Sources) grant goals and activities will need to be reframed in order to complete it by the end of 2014.

Doc.#2014-11 **Delaware County Historical Association Membership Application.** Moved to approve by Gagnon. Seconded by Hildreth. Approved.

Doc.#2014-6 **Work Plan 2013.** Lindbloom explained that the Work Plans are working internal documents for the staff and Board to track and evaluate progress toward the *Plan of Service*. Entlich recommended Google Analytics for analysis of the new website. Chabot suggested an internship project analyzing web use. Chabot suggested that Board members accompany staff on member site visits. Typos were identified: missing heading on p. 8 (Leadership & Administration). In all cases on both 2013 and 2014 Plans, the "board bylaws" should be changed to "SCRLC bylaws."

Doc.#2014-7 **Work Plan 2014.** The Board wondered if it was too ambitious given the reduced staffing and had some changes.

Doc.#2014-8 **Executive Director's Report.** Lindbloom highlighted the Documentary Heritage Program, explaining that during the 1980's and 90's SCRLC managed the program but dropped it in the late 90's due to lack of funding. Presently, since Museumwise and Museum Association of NY (MANY) merged, no one is working with cultural organizations in our region. Lindbloom would like to take back the program. Some funding is provided that could cover part of a staff position and additional CE. Board was in agreement that Lindbloom should move forward to pursue this program. Lindbloom reported on the NY 3Rs I2 Initiatives. All are making progress

and most have created multiple subgroups for different parts of their charge. Complete information can be found at <http://www.ny3rs.org/i2ny/> Jill Dixon is working on the *Communications Clearinghouse*. Karen Wikoff (Ithaca College) is heading one of the eResources teams. Lindbloom is leading the Outcomes and Assessment team (Lis Chabot, Aprille Nace, Susan Currie, and Gail Wood, are regional representatives). Plans include a CE launch at NYLA this fall, and a LibGuide/toolkit. A six-month project for Empire Delivery in northern NYS is underway. Lindbloom reviewed annual AskUs 24/7 use. Until a new Digitization Manager is in place, Lindbloom and Hardy will continue work with institutions currently preparing to add collections to NY Heritage. A Big Data conference in Syracuse will be held on April 11, 2014.

Doc.#2014-9

Advisory Committee Minutes. No discussion.

Conflict of Interest Forms. In accordance with the newly approved Bylaws, updated Conflict of Interest forms were distributed, signed, and collected. Copies will be sent to absent board members. Lindbloom will report on the results at the March Board meeting.

Adjournment: Motion to adjourn by Bretscher. Second by Gagnon. Meeting was adjourned at 11:50 a.m.

Respectfully Submitted,

Linda Beins, Secretary