

**South Central Regional Library Council
Board Meeting
December 13, 2013
SCRLC Office, Ithaca, NY**

Present:

Linda Beins
Sue Bretscher
Pamela Brown
Lisabeth Chabot
Kate Dimitrova
Jill Dixon
Richard Entlich
Deborah Gagnon
Susan LeBlanc
Charles O'Bryan
Mark Smith
Sarah Weisman

Excused:

Brian Hildreth
Aprille Nace

Staff Present:

Staff:
Mary-Carol Lindbloom
Diane Capalongo
Danna Harris

Guest:

Matt McSherry
Nicole Waskie-Laura

Presiding. Charles O'Bryan called the meeting to order at 9:34 a.m.

Doc.#2013-71

Agenda – O'Bryan requested that 2013 Audit discussion be moved to first item for the convenience of auditor, Matt McSherry. Brown moved to approve; seconded by Weisman. Approved.

Doc.#2013-69

2013 Audit. Matt McSherry stated that the Council is fiscally and financially stable. SCRLC had an operating loss of \$3000 last year but is in a great cash position. SCRLC should be able to ride out any financial setbacks or delays if they occur. O'Bryan asked if SCRLC should purchase a new vehicle since auto depreciation is depleted. McSherry recommended waiting until maintenance and repair costs rise. McSherry also entertained questions regarding the 990 Form.

Doc.#2013-72

Minutes of October 18, 2013 meeting. Beins moved to approve; seconded by Entlich. Approved.

President's Report. No report.

Doc.#2013-73

Executive Committee Report. LeBlanc inquired if Kathleen Jackson would be replaced upon her retirement. Lindbloom indicated that restructuring will happen, so her position may be replaced by a different one.

Doc.#2013-74, 75, 76

Treasurer's Report. September 2013 Bill Sheet #3. Entlich identified fiscal year inconsistency on page 3, special funds and pass through funds, listed in both fiscal years 12 and 13; Harris will make changes on this and all other months. Gagnon moved to approve as amended; seconded by Chabot. Approved.

October Bill Sheet #4. Fiscal year inconsistency will be corrected. Amounts shown as pension plan contribution do not match operating report. Harris noted that October was a 3 pay period month; one of the pay periods is missing; she will correct this. Entlich moved to approve as amended; seconded by Dixon. Approved.

2012 Federal Tax Return 990. Entlich called attention to Schedule O, Re: line 15B- Executive Director compensation. The section indicating that compensation is determined by the Personnel Committee should say “Executive Committee.” Beins moved to approve the 990 as amended; seconded by Chabot. Approved.

**Bylaws &
State Regulations
Committee Report**

Weisman stated that new Bylaws will be presented to the board for approval at January meeting.

**Nominating & Board
Dev. Report**

Gagnon welcomed Nicole Waskie-Laura, SCRLC’s newest Board member (term beginning 2014). The Committee will schedule Board orientation for January.

**Personnel Committee
Report**

Plan is to present draft of employee handbook for review at January meeting.

Doc.#2013-77

RBDB Budget/Program. Beins asked if it would be appropriate to add a new line for resource sharing workshops to possibly boost interest and participation (e.g., nationally known speakers). Lindbloom suggested an amount of \$1000. LeBlanc moved to approve with this amendment; seconded by Entlich. Approved.

Doc.#2013-78

RBDB Membership Grant Application Process/Form. Starting with the next funding cycle, Chabot suggested adding yearly focus/criteria for grants. Entlich and Chabot recommended that the next funding cycle encourage creative and “push the envelope” ideas. O’Bryan suggested that the RBDB application process be discussed in depth at the next board retreat, and that ACITS should be included.

Documentary Heritage Program. Lindbloom explained 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. Since Museumwise and DHP merged, no one is working with cultural organizations in our region. Lindbloom would like to take back the program to serve those institutions. DHP funding could cover part of a staff position and additional CE. Board is in agreement that Lindbloom should pursue this program.

Letter to NY3Rs. On hold until late spring when progress/results can be reviewed.

Executive Director’s Report. Lindbloom highlighted member overview webinar series; design thinking conference participation; Lee Rainie as keynote at AL2014; Big Data conference in the works for April.

Election of 2014 Officers. The officers were elected unanimously: O’Bryan— President; Chabot--Vice President; Bretscher—Treasurer; Beins--Secretary.

Advisory Committee Minutes. Need to replace Resource Sharing minutes with corrected copy. Tabled until January.

Adjournment: Motion to adjourn: Brown. Second by Entlich. Meeting was adjourned at 12:02 p.m.

Respectfully Submitted,

Lisabeth Chabot, Secretary