

**South Central Regional Library Council
Board Meeting
March 23, 2012
SCRLC Office, Ithaca, NY**

Present:

Linda Beins
Sue Bretscher
Lisabeth Chabot
Steve Crandall
Richard Entlich
David Karre
Sarah Weisman
Ristiina Wigg

Excused:

Deborah Gagnon
John Meador
Aprille Nace
Jane O'Brien
Charles O'Bryan

Staff Present:

Staff:
Mary-Carol Lindbloom
Diane Capalongo
Danna Harris

Presiding. Linda Beins called the meeting to order at 9:42 a.m

Doc.#2012-13 **Agenda.**

Doc.#2012-14 **January 27, 2012 Minutes.** Correction: DOC.#2012-4, change Sherry to McSherry.

Consent Agenda discussion: Lindbloom and Chabot explained that a consent agenda is used for agenda items that do not need discussion, can be grouped, and accepted with one vote. Does it need to be added to by-laws? Karre says it needs to be brought to the By-laws committee and discussed. By-laws committee will meet before the next board meeting. Entlich asked who decides what goes on the consent agenda and questioned whether this format would work for SCRLC board meetings because there is usually discussion on every item. Karre concurred with Entlich. Chabot prefers time agendas.

Bretscher moved to approve with correction; Seconded by Crandall. Approved.

Doc.#2012-25 **President's Report.** O'Bryan submitted a written report; no questions. Beins mentioned Advocacy Day; noticed a much more positive atmosphere this year compared to last year. Library community impressed with Jim Seward's support of libraries. Meetings with legislators went very well.

Doc.#2012-15, **Treasurer's Report.** January 2012 Bill Sheet #7. Entlich questioned \$90 for flash drive
16 purchase. Harris explained that 25 flash drives were purchased for distribution to C & P workshop participants. Monthly program report reads February rather than January; Harris will correct. Moved to approve by Crandall. Seconded by Chabot. Approved with corrections.

February 2012 Bill Sheet #8. Entlich asked Harris how the excel training class went. Harris response: Excellent! Karre recommended Fred Pryor training seminars. Entlich recommended SCRLC staff upgrade to Office 2010. Lindbloom informed board that WALDO funds finally came in. Kudos to Danna on her persistence with that. Moved to approve by Wigg. Seconded Entlich. Approved.

Doc.#2012-17 **Board Committees 2012.** Lindbloom will contact Susan Currie re: remaining on the

Finance committee. Weisman would like to be on the nominating and by-laws committees. Jane O'Brien needs committee appointment; Finance a possibility. Lindbloom will consult with her on this.

Chairs:

By-laws: Karre

Finance: Bretscher

Advocacy: Wigg

Nominating: Gagnon

Personnel: Nace

Moved to approve by Chabot pending absentee consent. Seconded by Weisman.

Approved.

Doc.#2012-18 **LSTA 2012-2013 Grant Authentication.** This is a one year grant due to the uncertainty of 2013-2014 LSTA funding. Primarily, this is a CE grant with lots of distance learning opportunities; plus, it will cover digitization intern and libguides support. Beins asked about the website enhancement component. Lindbloom indicated that the website enhancement was included within the CE support component. Approval (or not) of the grant should be forthcoming upon receipt of the authentication page. Possible coordination with STLS and other systems among CE programs was discussed. One phone number needs to be corrected. Moved to approve by Crandall. Seconded Wigg. Approved

Doc.#2012-23 **2011-2012 Budget Amendment.** Finance committee recommended approving the amended budget to reflect a more accurate picture of finances. The bottom line doesn't change but some line items will change. (\$10,000 to NY3Rs was an unexpected expense and we have conducted many more workshops that originally planned.) AL 2012 money will come through SCRLC and we will deduct expenses before funds are passed through to the appropriate agency. \$700 extra in unanticipated car expense. Other minor changes affected some lines. Numbers are based on spent to date figures to make remaining year more accurate. Crandall questioned end of year cash balance number and the best way to represent that on paper. Harris will confer with Matt McSherry on best practice. Karre suggested this is a finance committee issue and should be discussed. Moved to approve by Bretscher. Seconded by Crandall. Approved.

Advocacy Committee Report Wigg stated that the Senate and Assembly released a single house budget. Senate wants 4% in additional funding; assembly asked for less. Encouraged people to go to NYLA's take action advocacy link and spread the word too. After today's meeting, Lindbloom will ask member libraries via scrlic-l to contact legislators. Redistricting will affect regional representation.

By-laws & State Regulations Committee Report No report.

Finance Committee Report Bretscher stated that everything was covered during Treasurer's Report discussion and board documents.

**Nominating &
Board Dev.
Report**

Wigg stated that one board position for a non-librarian to replace Harry Pence is open. Wigg is contacting Louise Rosman but will take suggestions in case she doesn't accept. Karre suggested contacting Leadership Otsego or NYCON for possible candidates.

**Personnel
Committee
Report**

Chabot stated details are covered in DOC.#2012-20. Mentioned the Committee had suggested looking at salary increases mid-year. Wigg had an *Employee Handbook* question re: position approval by board for staff. Does the Board approve recommendations? Individual? The paragraph needs to be clarified. "Approves" needs to be clarified. In Section 409, chain of notification needs to be clarified. SCRLC's attorney will review the *Handbook* regarding these issues and to ensure that all aspects are up-to-date and legal.

**SCRLC
Facilities**

Lindbloom indicated this issue had been raised by O'Bryan; presently, we spend \$39,000/yr on rent. Would it be more cost-effective to have our own building, possibly leasing space to another entity? Would it be possible to partner with FLLS? Beins stated that FLLS is a bit leery of partnering with anyone again and that Lindbloom and Kim Iraci should talk. Chabot suggests investigating ownership but keep rental possibilities in the picture. Karre suggested taking taxes into consideration; renters in effect pay taxes, if we owned we wouldn't pay taxes. Telecommuting also came up, i.e., that perhaps we would need less space (and that it could help employees especially in times of no raises). Chabot: need to develop functional requirements and possible uses for future space. Karre suggested the executive committee needs to start discussing the possibilities and options.

Next Meeting. The next Board Meeting will be held on Friday, May 18, 2012 at Wells College, Aurora, NY.

Adjournment: Meeting was adjourned at 12:09 p.m.

Respectfully Submitted,

Lisabeth Chabot
Secretary