

**South Central Regional Library Council
Board Meeting
January 18, 2013
SCRLC Office, Ithaca, NY**

Present:

Charles O'Bryan, President
Linda Beins
Sue Bretscher
Pamela Brown
Lisabeth Chabot
Deborah Gagnon
Susan LeBlanc
John Meador
Mark Smith

Excused:

Richard Entlich
Aprille Nace
Sarah Weisman
Ristiina Wigg

Staff Present:

Staff:
Mary-Carol Lindbloom
Diane Capalongo
Danna Harris
Matthew Hogan

Presiding. Charles O'Bryan called the meeting to order at 9:50 a.m.

Doc.#2013-1 **Agenda** – no additions.

Doc.#2013-3 **Election of School Library Representative, Susan LeBlanc.** Beins moved to approve election of Susan LeBlanc, DCMO BOCES; seconded by Meador.

Doc.#2013-2 **December 14, 2012 Minutes.** Correction: In Nominating Committee Report, change “looking for two people to fill lay positions” to “looking for one person to fill lay position.” Gagnon moved to approve with correction; seconded by Bretscher. Approved.

President's Report. No report.

Doc.#2013-4, 16, 5 **Treasurer's Report.** November 2012 Bill Sheet #5. Beins questioned the differing amounts of speaker payments for Leadership Luncheon Series. MCL explained that amounts paid depend on different factors: amount speaker charges, amount of work put into presentations, etc. O'Bryan inquired if we would be getting reimbursement from NYCON for MCL's participation in the Executive Director program. We will not, funds come from staff development budget line. O'Bryan noted that only \$5000 was allocated for staff development and that we may want to up that amount in next year's budget because prime conference season is still upcoming. Moved to approve by Chabot; seconded by Gagnon. Approved.

December 2012 Bill Sheet #6. O'Bryan had a question on monthly operating budget, p.6: i.e., have used 160% of workshop budget. D. Harris explained this is primarily due to Library Assistants' Day cancellation and having to refund all attendees; it does not affect our bottom line. Moved to approve by Gagnon; seconded by Smith. Approved.

2011 990 Federal Tax Return. Amendments needed: L. Beins needs to be listed as Vice President; J. Meador needs to be listed as Trustee. Note: IT will be separated out in future returns. MCL will ensure Board names on 990 match State annual online report. Moved to approve with amendments by Bretscher; seconded by Beins. Approved.

By-laws & State Regulations Committee Report	No report. The Committee will be meeting on January 29.
Nominating & Board Dev. Report	<p>Presented by Gagnon. Success to report on finding and voting in Sue LeBlanc to fill the school library system position. Still need to fill lay position; looking for someone from west, east or far north of our region, if possible.</p> <p>Board Committees 2013: Steve Crandall requested to stay on the Personnel Committee. Mark Smith volunteered for the Finance Committee. LeBlanc and Brown will review committees and decide at a future date.</p>
Personnel Committee Report	MCL is adding USA PATRIOT Act procedure & will then forward the <i>Employee Handbook</i> to NYCON for review.
Doc.#2013-6	Approval of Advisory Committee Guidelines. Amendments need to be made before approval. Major areas of concern: Terms of office limitations need to be addressed and clarified; Committee Purpose, p.3, needs be reworded--possibly change "Committee Purpose" to Committee Requirements"; state that advisory committees are advising the Executive Director (not the board) then the ED takes recommendations to the Board; Board would like committees to submit written year-end reviews; include virtual attendance possibilities; and add advantages of committee service. Moved to table for revision, by Gagnon; seconded by Meador. Tabled for revision.
Doc.#2013-7	Approval of Advocacy Advisory Committee. Change name to Awareness & Advocacy Advisory Committee. Moved to approve with name change by Beins; seconded LeBlanc. Approved.
Doc.#2013-8	Approval of Charitable Contribution Policy. Needs amending before approval. Meador suggested assigning giving levels, which will take care of minimum donation amount question. Is it possible that all the 3R's could work on this together? Moved to table by Chabot; seconded by Gagnon. Tabled for further development.
Doc.#2013-9	ILL Report. M. Hogan presented a report and overview for Resource Sharing and entertained questions Re: environmental ILL scan. Thanks to D. Harris and the RS Advisory Committee for their assistance with the ILL Scan.
Doc.#2013-10	Work Plan 2012. Lindbloom reviewed the accomplishments of the 2012 Work Plan.
Doc.# 2013-11	Work Plan 2013. Moved to approve by Bretscher; seconded by Beins. Approved.
Doc.#2013-12	Executive Directors Report. Highlights: MCL proposed having the first Board meeting of the year in February (as in years past). She also indicated that we have signed up for 10 Lynda.com seats to share with the membership. It was not possible to get the NY 3Rs financial report from the treasurer due to absence of their financial staff.

Doc.#2013-15

Conflict of Interest Statements. Distributed, signed, and collected from those in attendance (will send to those not present).

Next Meeting. The next Board Meeting will be held on Friday, March 15 at Southern Tier Library System, Painted Post, N.Y.

Adjournment: Meeting was adjourned at 11:58 a.m.

Respectfully Submitted,

Lisabeth Chabot
Secretary