

**South Central Regional Library Council
Board Meeting
December 18, 2014
SCRLC, Ithaca, NY**

Present:

Steven Bachman
Linda Beins
Sue Bretscher
Lisabeth Chabot
Kate Dimitrova (arrived 10:05)
Jill Dixon
Richard Entlich
Deborah Gagnon
Charles O'Bryan (left 11:20)
Aprille Nace
Mark Smith
Sarah Weisman (left 11:02)
Nicole Waskie-Laura (arrived 10:05,
left 12:05)

Excused:

Brian Hildreth
Susan LeBlanc

Staff Present:

Staff:

Mary-Carol Lindbloom
Nora Hardy
Danna Harris

Guests:

Matt McSherry
Al Oliveras

Presiding. C. O'Bryan called the meeting to order at 9:35 a.m.

Doc.#2014-64

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

Doc.#2014-71

2014 Audit. . Fiscal year 2014 was mostly a carbon copy of 2013. Net loss this year is a result of depreciation—it is not a cash flow loss. R. Entlich questioned Page 7, Section B, Line 15a accuracy: how ED compensation is determined, draft is marked no, McSherry said that has been corrected to read yes.; in Part VII, MC. Lindbloom will be marked as Key employee rather than as Officer. Schedule O, p. 2 will be adjusted to indicate that the Form 990 is posted to the Board section of our website for trustees review rather than being emailed.

S. Bretscher motioned to accept the audit and approve Form 990 with the noted changes, seconded by D. Gagnon. Approved.

Doc.#2014-65

Minutes of October 20, 2014 meeting. L. Chabot moved to approve. Second by S. Bretscher. Approved with the following corrections: S. Bretscher and S. Weisman were not at the October meeting.

President's Report. None

Doc.#2014-66, 67

Treasurer's Report. October 2014 Bill Sheet #4. MCL pointed out that RBDB remaining funds include M. Hogan's and ED unused salary.

November 2014 Bill Sheet #5. No discussion.

D. Gagnon moved to approve both October and November; seconded by S. Bretscher. Approved.

Doc.#2014-74

Finance Committee. S. Bretscher asked Board members to review and suggest edits of the financial documents prior to Board meetings. C. O'Bryan suggested that the discussion about what to do with extra money (approximately \$26000) be put on hold until numbers are more concrete. Recommendation to the board is to change the Finance Committee to the Finance & Audit Committee to comply with Revitalization Act. Vote to change Finance Committee to Finance & Audit Committee: S. Bretscher moved to approve, seconded by R. Entlich. Approved.

By-Laws & State Regulations Committee. S. Weisman stated that the committee will need to meet early in the new year to update bylaws to be in accordance with Revitalization Act and to deal with treasurer question.

Nominating & Board Development Committee. D. Gagnon announced two candidates for president: Aprille Nace and Jill Dixon. Ballots were handed out and those not present will vote via email to D. Capalongo.

Other officer positions:

Treasurer: There is some question about whether S. Bretscher can continue as treasurer according to our bylaws since she has been treasurer since 2011. L. Beins motioned for Bretscher to continue as Interim Treasurer until details can be worked out; seconded by L. Chabot. Approved.

Vice President: Bretscher nominated L. Chabot, seconded by R. Entlich. Approved.

Secretary: Bretscher nominated L. Beins, seconded by D. Gagnon. Approved.

Personnel Committee. Please turn in ED evaluations ASAP.

Doc.#2014-69

RBDB 2015 Budget & Program. Currently, \$19000 in Grants to Libraries (\$1000 less than last year). Suggestion from R. Entlich and MC Lindbloom to increase to \$20000. MC Lindbloom recommended exiting from My Info Quest due to lack of member participation and few questions. Need to correct "Code 46", should be "Code 45." L. Beins motioned to approve RBDB 2015 Budget with changes and corrections; seconded by S. Bretscher. Approved.

Doc.#2014-70

RBDB Membership Grant Application Form. Need to change \$19000 to \$20000; change deadline to Monday, March 2nd; change “Resource Center” to “Literary Reference Center”; add to reporting/evaluation section “final reports to be published on SCRLC website”. R. Entlich motioned to approve with corrections; seconded by M. Smith. Approved.

2015 Board of Trustees Meeting Dates

February 13, SCRLC

March 20, FLLS?

May 8, Wells College

June 12, Board Retreat, Corning Museum of Glass?

September 11, Alfred University

October 30, Annual Meeting, location TBA

December 18, SCRLC

Executive Director Advisory Committee Restructuring. All-committees meeting went well; resulting advisory committee will meet 2-3 times/year. Program managers will dictate what they need: working groups (longer term) or task groups (short term on as needed basis). As a result of this new structure, recommendations will be more vetted when presented to the Board. Existing advisory committees may become work groups. These changes will be implemented on a trial basis. Suggestion to put out call for group volunteers.

Adjournment: Motion to adjourn by S. Bretscher. Second by D. Gagnon. Approved.

Meeting was adjourned at 12:14 p.m.

Next meeting will be on **Friday, February 13 at SCRLC, Ithaca.**

Respectfully Submitted,

Linda Beins, Secretary