

South Central Regional Library Council
Board Meeting
December 18, 2015
SCRLC, Ithaca, NY

Present:

Linda Beins
Sue Bretscher
Lisabeth Chabot
Jill Dixon
Richard Entlich
Deborah Gagnon
Susan LeBlanc
Aprille Nace
Charles O’Bryan
Al Oliveras
Sarah Weisman

Excused:

Steven Bachman
Kate Dimitrova
Nicole Waskie-Laura
Mark Smith

Staff:

Diane Capalongo
Danna Harris
Mary-Carol Lindbloom

Guests:

Jean Jenkins, Lourdes
Matthew McSherry

Presiding. A. Nace called the meeting to order at 9:31 a.m.

Consent Agenda

DOC.#2015 – 83, 84, 85, 86 – (Approval of Agenda, Approval of Minutes, and President’s Report). D. Gagnon moved to approve; seconded by S. Weisman. R. Entlich moved to pull the 10/30/15 meeting minutes from the consent agenda for a correction. Approved, minus the 10/30/15 minutes.

Doc.#2015-84

Minutes of October 30, 2015 meeting. No action was recorded on DOC.#2015-77. The word “Approved” was added. R. Entlich moved to approve as amended; seconded by S. Bretscher. Approved.

Doc.#2015 – 92, 93

Finance & Audit Committee Report. Moved up to accommodate Matthew McSherry (auditor). M. McSherry reported that this year’s audit went very smoothly and efficiently and that SCRLC is in a very good position. L. Chabot asked if it is possible to dip into the capitol building line to possible fund employee costs; McSherry says that is Board designated so it would be the Board’s decision to repurpose the money.

R. Entlich found several items on Form 990 (DOC.#2015-93) that need amending. P. 7: average hours per week that the Board spends on Council activities is zero--it will be changed to 2; MC Lindbloom’s hours are 40, will be changed to 37.5 to reflect Council hours; p.12 part 12 question 2b: should say yes; next to last page, part 6 line 12C: conflict of interest forms are reviewed by Board of Directors, should read reviewed by Executive Committee (MCL will double check the bylaws to ensure that is correct.)

D. Gagnon moved to approve with corrections; seconded by L. Chabot. Approved.

Doc.#2015-94 **2015-2016 Budget Amendment.** Amending due to HR changes this past year and planned addition of one new employee. S. Bretscher moved to approve; seconded by R. Entlich. Approved.

Doc. #2015-97 **2016-2017 Draft Budget.** MC Lindbloom and D. Harris wanted to take an early look at 2016-2017. Questions to be considered: continue supporting electronic resources at the current level or add more staffing? Dip into Capitol Fund to hire one more librarian? Are there resources that would be a one-time purchase (look carefully at annual fees, etc.)? Spend money on maintaining services and personnel rather than branding and updated website?

Doc.#2015-87, 88 **September 2015 Bill Sheet and Dashboard.** R. Entlich pointed out that “Period Ending” cell had wrong date. D. Gagnon moved to approve with correction; seconded by S. Bretscher. Approved.

Doc. #2015-89, 90 **October 2015 Bill Sheet and Dashboard.** S. Bretscher moved approve; seconded by D. Gagnon. Approved.

Doc.#2015-95 **RBDB Budget.** R. Entlich moved approve; seconded by J. Dixon. Approved.

Doc.#2015-96 **RBDB Application & Rubric.** S. Weisman moved to approve; seconded by L. Chabot. Discussion: D. Gagnon suggests using 6, 3, 0 instead of 3, 2, 1, and 0 to get greater separation in scores. R. Entlich suggests making very clear what is being evaluated (suffrage, relation to Plan of Service); PoS and Value could possibly be one category; combine “Exceeds” and “Meets fully”; for emphasis include a statement about suffrage in addition to Digitization to the top of section. Approved with discussed amendments.

Nominating & Board Development Committee. L. Beins reported that three officer posts have been filled; A. Nace will continue as President, L. Chabot has accepted the Treasurer position, A. Oliveras has accepted the Secretary position. Vice President position is still open and she will email all board members to solicit a volunteer. Board orientation will immediately follow the January 29 Board meeting. S. Weisman moved to approve the slate of officers; seconded by D. Gagnon. Approved.

Doc.#2015-98 **Resource Sharing Subsidy.** Application and rubric will be developed by Resource Sharing Working Group to be presented to the Board for approval.

Personnel Committee. No meetings have taken place but emails have been exchanged regarding changes to J. Philippe’s job description and development of one new position.

Field Visit Report. Field visits have been completed for this year. Many libraries are requesting archival assistance and regional networking groups. MC Lindbloom will have a written report to share at January meeting.

Annual Meeting 2016. 50th anniversary; ideas: highlight digital collections; David Seaman (Syracuse) recommended for speaker; invite special guests (former Executive Directors could possible help with planning?). MC Lindbloom would like a Task Force to help with planning.

Date change for June Meeting: new date is Thursday, June 16.

Adjournment. Motion to adjourn was made by L. Chabot; seconded by S. Weisman.

Meeting was adjourned at 11:36 a.m.

Next meeting will be on **Friday, January 29, SCRLC, Ithaca, NY.**

Respectfully Submitted,

Linda Beins, Secretary