

South Central Regional Library Council  
Board Meeting  
December 15, 2017  
SCRLC, Ithaca, NY

**Present:**

Camille Andrews  
Steve Bachman  
Cindy Buerkle  
Keturah Cappadonia  
Jill Dixon  
Deborah Gagnon  
Jim Galbraith  
Sarah Glogowski  
Jean Jenkins  
Gregg Kiehl (joined at 10:26)  
Lyndsie Robinson  
David Stevick  
Nicole Waskie-Laura

**Excused:**

Mark Smith

**Staff:**

Diane Capalongo  
Danna Harris  
Mary-Carol Lindbloom

**Guests:**

Megan Biddle  
Carol Henderson  
Matt McSherry

**Presiding.** S. Glogowski called the meeting to order at 9:33 a.m.

**Consent Agenda**

**DOC.#2017 – 102, 103, 104, 105.** DOC.#2017-103 Board Minutes were pulled to correct the named acting secretary from Jean Jenkins to Sarah Glogowski. J. Jenkins moved to approve the consent agenda with correction to the minutes; N. Waskie-Laura seconded. Approved.

**President’s Report.** Reporting at her last meeting as president, S. Glogowski thanked everyone for their work and participation and especially to those board members leaving. State revenue projections are down, which means that library funding could decline by as much as 10%.

**DOC.#2017 – 106**

**Finance and Audit Committee Report.** The Committee met on 12/7 to review the audit with Matt McSherry and discuss the budget amendment. J. Dixon moved to approve the report; seconded by J. Jenkins. Approved.

**DOC.#2017 – 107**

**Audit.** Matt McSherry from Port, Kashdin & McSherry reported that once again they have issued the highest level of opinion for SCRLC’s financial position. The Council has done extremely well in preparing for a “rainy day” if budgets are cut as rumored in the coming year. SCRLC has an excellent cash liquidity position in that we have 4-6 months of spending funds in reserve. Some cash balance was used last year, as had been planned (website, member grants, resource sharing subsidy), though less than anticipated. J. Galbraith moved to approve 2017 audit; seconded by N. Waskie-Laura. Approved.

**DOC.#2017 - 107**

**2016 Federal Tax Return.** M. McSherry commented that the IRS reviews returns carefully. Some changes were made to update with correct information. Question from D. Harris/M-C Lindbloom: do we need to register as a charitable organization with other states to accept donations? McSherry recommended that we register with New York State but would hesitate to register with all states due the work and cost involved would be burdensome. If we do get a donation from outside of NYS, consult with the auditor to determine how to handle it. J. Dixon moved to approve the 2016 tax return; seconded by J. Galbraith. Approved.

**DOC.#2017 – 109,  
110**

**October 2017 Bill Sheet #4, October Dashboard.** J. Jenkins questioned why some members have received grants and some have not. A couple of hospitals have not paid their dues and others have not sent in their HLSP application form. D. Gagnon asked when we expect to purchase a new car and is \$20,000 enough. M-C Lindbloom said that we will likely purchase in September, add more to the budget, and ask for state pricing to mitigate costs. J. Jenkins moved to approve; seconded by J. Dixon. Approved.

**DOC.#2017 - 111**

**Budget Amendment.** Motion to approve by J. Dixon; seconded by J. Galbraith. Approved.

**Change in Dental Support.** Although the Executive Committee had approved the Personnel Committee's recommendations for 2018 health and dental options, full Board discussion was needed regarding changing the percentage of dental insurance covered by the Council, as recommended by the Finance Committee. J. Galbraith led the discussion, explaining that SCRLC is financially stable and in a good place to offer increased support for dental insurance; it would be a good thing to do for the staff. Recommendation: SCRLC pay the same percentage for dental insurance as for health insurance. J. Jenkins moved approve this recommendation; seconded by N. Waskie-Laura. Approved.

**DOC.#2017 - 113**

**RBDB 2018 Budget.** S. Bachman asked about BARC and the projected increased volume from STLS. M-C Lindbloom indicated that TC3 held the cost to 2017 (in 2017 the cost had increased by \$2,000 over 2016). STLS was invoiced \$770 for requests over 250 for July-Sept. Motion to approve by J. Jenkins; seconded by J. Galbraith. Approved.

**RBDB 2018 Application.** S. Bachman and M. Biddle were recused from the discussion. J. Corrice was invited to participate in the discussion. The sole application received was from Four County Library System to fund a retrospective conversion project for three of their libraries. The outside review panel recommended approval pending answers to personnel questions; ACITS members questioned the computer and warranty expenses and if they should be funded at the revised amount that accounts for increased minimum wage (\$12,132) or the initial application figure (\$12,000) G. Kiehl suggested that since it is the only application and we have the funds, fund the full amount to \$12,132. Motion to approve the

RBDB application grant for \$12,132 was made by D. Gagnon; seconded by N. Waskie-Laura. Approved.

**2018 Slate of Officers Approval.**

President – Jill Dixon

Vice President – Jim Galbraith

Treasurer – Sarah Glogowski

Secretary – Nicole Waskie-Laura

Motion to approve the slate of officers was made by D. Gagnon; seconded by J. Jenkins. Approved.

**Discussion.** With the possibility of a 10% decrease in funding, increased advocacy efforts must be a major focus for the next few months.

M-C Lindbloom would like to meet with S. Glogowski, S. Bachman, and Brian Hildreth to start planning advocacy event planning. J. Dixon will join this meeting. NYS Advocacy Day is February 28 this year; FLLS will be taking a bus and any SCRLC members are welcome to join them. National Library Legislative Day (NLLD) will be held in D.C. 5/7-5/8.

**Other.** D. Gagnon asked about the non-librarian board positions that need to be filled. We do need to fill these positions soon as they are required by library law. C. Henderson suggested she could reach out to Ithaca College faculty and also EcoVillage at Ithaca residents. Emails were sent to TC Leadership, the Diversity Consortium, the HSC listserv, and cultural organizations but no responses have come in. S. Glogowski will contact the Ithaca Downtown Women’s Business Association. D. Gagnon suggested contacting the Scott Corley (Social Justice Summit presenter) at SUNY Broome. M-C Lindbloom will reach out to him and will send her board “job description” to board members. She wondered if it was worded in a way to attract underrepresented group members.

**Adjournment.** Motion to adjourn was made by D. Gagnon; seconded by J. Jenkins. Approved.

Meeting was adjourned at 11:16 a.m.

Next meeting will be on **Friday, January 19, 2017, SCRLC Office, Ithaca, 9:30 a.m. Board Orientation immediately following.**

Respectfully Submitted,

Nicole Waskie-Laura, Secretary