

**Northern New York Library Network
Board of Trustees Meeting
April 9, 2015
Potsdam, New York**

The April 9, 2015 meeting of the Northern New York Library Network Board of Trustees was called to order at 10:00 A.M.

Trustees Present: Connie Holberg, President; Mike Beccaria, Secretary; Marianne Hebert, Treasurer; Peter Benson; Steve Bolton; Karie Doelger; Tom Lawrence; Jackie Madison; Brian O'Connor; Barbara Shaffer; Paul Schaffer and Michelle Young.

Trustees Absent: Jane Subramanian and Julie Wever.

Staff Present: John Hammond and Phil Jones.

Connie Holberg welcomed new board members and requested those present to introduce themselves.

Agenda

Motion 14/15--18: Tom Lawrence (Karie Doelger) moved to approve the agenda as distributed. Carried unanimously.

Minutes

Motion 14/15--19: Marianne Hebert (Paul Schaffer) moved to approve the minutes of the February 19, 2015 meeting as distributed. Carried unanimously.

Financial Reports

Financial Statements

The Board reviewed and discussed the financial statements for February 2015 and March 2015. Staff responded to a number of general questions posed by Board members regarding the monthly statements.

Motion 14/15--20: Michelle Young (Mike Beccaria) moved to accept the financial statements for February 2015 and March 2015 as distributed. Carried unanimously.

Committee Reports

Budget/Personnel Committee

The Board reviewed and discussed the Budget/Personnel Committee recommendations as outlined in their March 23, 2015 Meeting Minutes, Operating Budget and Salary Schedule. The Committee also recommends several revisions to the Personnel Manual.

Motion 14/15--21: Board members voted unanimously to accept the recommendations of the Budget Personnel Committee concerning the Operating Budget and salaries. Carried unanimously.

Motion 14/15--22: Board members voted unanimously to accept the recommendations of the Budget Personnel Committee concerning the Personnel Manual as amended. Carried unanimously.

Executive Directors Report

John Hammond noted that his written report was included in the Board packets. Highlights of ongoing issues include:

NYS Historic Newspapers website popularity continues to grow, the site is currently getting about 1200 visits per day.

The Digitization Center is receiving heavy use from several of our members. A book scanner was recently added to the equipment available for use. Plans are underway to start digitizing the SUNY Potsdam Normal this spring.

Six collections on NY Heritage from our region are ready to be harvested by the [Digital Public Library of America](#). Each collection required some revisions to its metadata, which was completed by Network staff.

[ICEPAC/ICICILL](#) continues to provide a cost-effective means for regional resource sharing. In February, there were 1498 requests and 937 fills made through the sites; ICEPAC had 4645 visits during the month.

There continues to be interest in changing ICEPAC/ICICILL vendors and updating the product. A work group has created a basic document outlining required and preferred features of any replacement service. At this point, the choice seems to be either a switch to MediaFlex, a Canadian company that provides value-added to OPALS open source software, or staying with The Library Corporation.

Network staff have begun preparation of the Network's new 5 Year Plan of Service. The State Library has requested the Plan of Service be submitted by April 1, 2016

Three more Professional Development Awards have been granted: Nicole Nawalaniec (St. Lawrence) to attend the LITA Forum; Chris Hebblethwaite, Marilyn Ocha, and Ed Elsner (SUNY Oswego and Oswego Public Library) to attend the ALA Annual Conference, and Megan Frost (Paul Smiths) to attend the LibTech2015 Conference.

The lynda.com online training subscription continues to receive modest use, and staff are currently in the process of planning CE events for spring and summer, including a [ASKUS 24x7](#) training session.

The annual [IDS Conference](#) is scheduled for July 29 through 31 at the Hilton Garden Inn Watertown NY. The Network typically donates to statewide organizations when they hold their conferences in the region. Those Board members present agreed to sponsor break-time refreshments for \$800.

Visits were made to state legislators in Albany on February 25th, Library Advocacy Day.

The final negotiated State budget increased library aid \$5M over the Executive Proposed Budget, bringing total library aid to \$91.6M. This represents a 5.8% increase in library funding over last year. The budget also included a \$1.3M reimbursement for MTA Payroll taxes paid to date; permanent exemption from MTA Payroll taxes for public libraries and library systems going forward and \$14M in library construction aid.

There will be a follow-up I2NY summit May 11-12, sponsored by the NY 3Rs Association, to discuss current I2NY activities and plan for future activities.

The State Archives has released an RFP for statewide Documentary Heritage Program services; the NY 3Rs Association plans to submit a proposal.

The Spring Archives Conference will be held at the Crowne Plaza Lake Placid-Golf Club on May 1, 2015. The morning presentation on genealogy research will be followed by a presentation on the improvements to the New York State Historic Newspapers and New York Heritage websites. The lunchtime session will focus on the history of small boats in the Adirondacks.

The Network's 50th Annual Meeting is scheduled for May 21, 2015 at the RiverEdge Resort Alexandria Bay. Those board members present agreed the Board meeting would start at 8:30 A.M. The conference keynote speaker Alison Macrina will begin at 9:30 A.M.

Next Meetings

The next meeting is the Network's 50th Annual Meeting May 21, 2015 at the RiverEdge Resort Alexandria Bay NY. The Board meeting will begin at 8:30 A.M.

Adjournment

The meeting was adjourned at 11:10 A.M.

The April 9, 2015 meeting minutes were approved at the May 21, 2015 meeting.

**∞ Next Board Meeting & 50th Annual Meeting ∞
May 21, 2015, 8:30 AM
RiverEdge Resort Alexandria Bay NY**