

## Northern New York Library Network

### Board of Trustees Meeting

September 11, 2014

Potsdam, New York

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The September 11, 2014 meeting of the Northern New York Library Network Board of Trustees was called to order at 10:02 A.M. at the Network office building in Potsdam, New York.

Trustees Present: Connie Holberg, President; Julie Wever, Vice-President; Marianne Hebert, Treasurer; Steve Bolton; Karie Doelger; Tom Lawrence; Brian O'Connor; Barbara Shaffer; Jane Subramanian and Michelle Young.

Trustees Absent: Mike Beccaria, Peter Benson and Paul Schaffer.

Staff Present: John Hammond and Phil Jones.

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

#### Agenda

**Motion 14/15--01:** Steve Bolton (Jane Subramanian) moved to approve the agenda as distributed. Carried unanimously.

#### Minutes

**Motion 14/15--02:** Jane Subramanian (Marianne Hebert) moved to approve the minutes of the May 22, 2014 meeting as distributed. Motion carried.

#### Financial Reports

The Board reviewed and discussed the financial statements for May 2014, June 2014, July 2014 and August 2014. Staff responded to a number of general questions posed by Board members regarding the monthly statements. State Aid for all Network grant funded programs has been received with the exception of the Documentary Heritage Program's final payment.

**Motion 14/15--03:** Michelle Young (Tom Lawrence) moved to accept the financial statements for May 2014, June 2014, July 2014 and August 2014 as distributed. Carried unanimously.

## Committee Reports

### *Northern New York Resources Corporation*

The Board reviewed and discussed the April 3, 2014 NNYRC Board of Directors meeting minutes. It was noted Marianne Hebert was in attendance. Connie Holberg noted a NNYRC Board meeting follows this meeting. All Network Board members are invited to attend.

### *Nominating Committee – Board Vacancy*

Gordon Muir has resigned from the board. Jacqueline Madison, Director of the Mooers Free Library, President of the North Country Underground Railroad Historical Association and retired Librarian at the now closed Wyeth-Ayerst Research Facility in Chazy has agreed to fill the vacancy.

**Motion 14/15--04:** Michelle Young (Karie Doelger) moved to appoint Jacqueline Madison to the Northern New York Library Network Board of Trustees, with her term expiring on June 30, 2019. Carried unanimously.

### *Executive Director's Report*

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

The statewide [NYSHistoricNewspapers.org](http://NYSHistoricNewspapers.org) site has added the Buffalo Irish Times, Ithaca Journal, Youngstown News, and the Hobart and William Smith student paper. Pricing for this service for non-region participants is fifteen cents per page; funds are used to defray the cost of the project. Staff has begun offering in-person training sessions and will be creating new online instructional videos. New equipment will be added to enhance the website performance.

A unique scrapbook from the Lake Placid Olympic Museum is being added to the [NYHeritage.org](http://NYHeritage.org) site. Staff is currently reexamining metadata from contributors to make it usable by the [Digital Public Library of America](http://DigitalPublicLibraryofAmerica.org).

The ICEPAC and ICICILL websites have new contemporary interfaces. All types of browsers now function on both sites. Staff is also looking into a further enhancement that would message ILL staff when an ICICILL request is filed with their library. There continues to be interest in changing ICEPAC/ICICILL vendors and updating the product; we anticipate having more demonstrations and discussions about this possibility during the upcoming fiscal year.

Subscriptions have been renewed for Newsbank/Watertown Daily Times, OCLC/WorldCat, OCLC/WorldShare, and EBSCO/Omnifile. RBDB funds are used for these services and are available free to all the libraries in the region.

North Country Library System is hosting “All Libraries, One Voice” on September 17, 2014 featuring NYLA Executive Director Jeremy Johannesen and Government Relations Director Mike Nypl. All libraries in the region are invited to attend; teleconference viewing is also available in Potsdam, Plattsburgh and Oswego.

The Network’s Annual Fall Conference will be held October 10, 2014 at Eben Holden Dining Center St. Lawrence University. Those awarded Professional Development Grants, Training on Demand Grants, and Technology Service Improvement Grants will give short presentations, followed by a presentation on “Wikipedia and Libraries” by Debbie Krahnert of Colgate University.

Professional Development Grants have been awarded to Mary Cabral Clarkson University to attend the Annual ACRL Conference, Peter Morris Clarkson University to attend the annual Polaris conference, Margaret Stewart SUNY Plattsburgh to attend the Charleston Conference, and Barbara Osgood Clarkson University to attend the IDS Conference.

The Network’s computer lab is being repurposed into a Digitization Center. Some of the computers, chairs and tables were given away and the rest were trucked to the recycling center. The new facility will offer a variety of scanning tools, staff support and will be free to institutions and organizations. Digitized material will be added to the statewide NYHeritage.org site at no charge.

The Library Assistants’ Conference scheduled in June was cancelled due to a lack of registrations.

Meetings with state legislators are being scheduled prior to the November elections. Board members are welcomed and encouraged to participate. NYLA Legislative Day is scheduled for February 25, 2015 in Albany. Board members who would like to participate should let John know so travel and accommodation arrangements can be made.

Funding for the Network’s Documentary Heritage Program was discontinued by the State Archives. Pamela Ouimet, who served as staff for the program, resigned in July in order to begin employment in the Syracuse area, where she has relocated.

Eric Alan Regional Services Librarian joined the Network staff in August.

The NY 3Rs Association initiative to address unmet needs in the database purchasing environment was discussed.

## New Business

### *Annual State Report for Library Systems 2013*

The Board reviewed and discussed the Network's Annual Report for Library Systems 2013. An address and title typo was noted for Michelle Young.

**Motion 14/15--05:** Michelle Young (Karie Doelger) moved to approve the Northern New York Library Network's Annual Report for Library Systems 2013 as corrected. Carried unanimously.

### *Technology Service Improvement Grants*

A panel of three impartial individuals reviewed and ranked the Technology Service Improvements grant proposals. Award recommendations are:

Saranac Free Library - \$10,000

Clinton Essex Franklin Library System - \$9,564

North Country Library System - \$4,413

North Country Community College Library - \$2,190

SUNY Plattsburgh Library - \$4,340

Canton Free Library - \$7,896

Oswego Public Library - \$2,000

Thousand Islands Arts Center/Hand Weaving Museum - \$7,500

Ogdensburg Public Library - \$6,400

Antique Boat Museum - \$5,700

Individual grants to ten libraries total \$60,003.

**Motion 14/15--06:** Marianne Hebert (Barbara Shaffer) moved to approve the Technology Service Improvements grants to the ten libraries as proposed. Motion carried. Wever, Bolton and O'Connor abstained.

## 2014-15 Meeting Dates

The majority of Board members present agreed to the following meeting schedule:

November 20, 2014 Thursday 10:00 A.M. Network Office Potsdam NY

February 26, 2015 Thursday 10:00 A.M. Conference Call

April 9, 2015 Thursday 10:00 A.M. Network Office Potsdam NY

May 21, 2015 Thursday - time and location to be announced

*Current Topics*

Board members shared and discussed current topics of interest or concern at their respective institutions.

Adjournment

The Board meeting was adjourned at 11:26 A.M.

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**The September 11, 2014 meeting minutes were approved at the November 20, 2014 meeting.**

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∞ Next Board Meeting ∞

**November 20, 2014 10:00 A.M.**

**Network Offices Potsdam NY**