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Minutes April 7, 2011

Northern New York Library Network
 Board of Trustees Meeting
 April 7, 2011
 Potsdam, New York

The April 7, 2011 meeting of the Northern New York Library Network's Board of Trustees was called to order at 10:00 A.M. at the Network's office in Potsdam, New York.

Trustees Present: Chris Hebblethwaite, President; Patrick McIntyre, Vice-President; Gordon Muir, Secretary; Michelle Young, Treasurer; Steve Bolton; Bart Harloe; Jennifer Henry; Connie Holberg; Ewa Jankowska; Liz Resseguie and Paul Schaffer.

Trustees Absent: Amy Catania, Ellen Darabaner and Sally Rusaw.

Agenda

Motion 10/11--20: Ewa Jankowska (Gordon Muir) moved to approve the agenda as distributed. Carried unanimously.

Minutes

Motion 10/11--21: Bart Harloe (Jennifer Henry) moved to approve the minutes of the February 24, 2011 meeting as distributed. Carried unanimously.

Financial Reports

Financial Statements

The Board reviewed and discussed the financial statements for February 2011 and March 2011. It was noted 50% of the Documentary Heritage Program grant funding was received in February.

Also during February, legislation authorizing the distribution of Supplemental System Aid for the 2010-11 fiscal year was signed by the Governor and approved by the legislator. Grant funding for the Network's Supplemental Aid, along with the Regional Bibliographic Data Bases Program, Hospital Library Services Program, and Medical Information Services Program were received in March. The academic libraries report their Coordinated Collection Development Aid has been received.

Motion 10/11--22: Gordon Muir (Connie Holberg) moved to accept the financial statements for February 2011 and March 2011 as distributed. Carried unanimously. 4/7/2011 Board Meeting:
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Committee Reports

Budget

The Board reviewed and discussed the Budget/Personnel Committee's March 16, 2011 meeting minutes, revised Operating Budget dated April 5, 2011, Salary Schedule and Five-year Projections. The Operating Budget was revised due to the Legislature approving a \$3 million restoration in Library Aid during March. The restoration reduces the Operating state aid cut from 10% to 6.45%. The Committee recommends increasing Network retirees' contribution to health insurance, from 15% to 25% of the monthly premium, and reducing the budgeted amount for Grants to Member Libraries to \$35,000. Board members discussed the Committee's recommendations, including Network staff salary increases.

Motion 10/11--23: Patrick McIntyre (Paul Schaffer) moved to approve the Committee's recommendations for the Network's Operating Budget as amended, a \$1,500 salary increase for each employee, increase retirees' contribution to health insurance to 25% of the monthly premiums and the Five Year Budget Projections. Carried unanimously.

Northern New York Resources Corporation

Steve Bolton noted the January 24, 2011 NNYRC Board of Directors' meeting minutes were included in Board packets. In 2010, the NNYRC portfolio gained 8.97%, while the blended benchmarks returned 9.63%. The portfolio's manager, Don Simmons, indicated allocations were too heavily weighted in bonds causing the portfolio to miss out on the stock rally during the fourth quarter. He has since shifted the allocations to a more neutral stance of 50%/50% in stocks and bonds. A NNYRC Board meeting follows this meeting; all Board members are invited to attend.

Executive Directors Report

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

Network staff has finished scanning SUNY Potsdam's yearbooks and have begun SUNY Oswego's. Gordon Muir indicated SUNY Plattsburgh would also be interested in having their yearbooks scanned. Work has started on the Geneva newspaper, it is being done on a for fee

basis. The Miner Institute has supplied an additional 200 maps and blueprints to be scanned. Network staff will be scanning the Carthage Republican, a precursor to the Watertown Daily Times.

The ICEPAC website will be reframed to enhance its appearance. Development of texting as a feature to the AskUs 24/7 Virtual reference service has been suggested. Software and hardware upgrades are being made to the Network's mail server. The server is used for ICICILL and a number of listservs. A fiber optic connection is scheduled to be installed in the Network's building by this summer.

The Network's second North Country Archival Conference will be held April 8, 2011 in Lake Placid at the Crowne Plaza Resort. Over 60 people have registered for the conference.

The Library Assistants Spring Conference is scheduled for April 14, 2011 at SUNY Canton's Miller Center.

The Networks 46th Annual Meeting is scheduled for May 19, 2011 at the Riveredge Resort Alexandria Bay. Bruce Crocco OCLC will be the guest speaker. Those Board members present agreed the Board meeting would start at 8:00 AM.

Visits were made to state legislators in Albany on March 1 Advocacy Day. It was noted historically the Assembly does not have a strong Library Committee and tends to be less sympathetic to library funding needs than the Senate. Strategies are being developed to target the Assembly, stressing the importance of libraries to their constituents.

\$10,000 in Professional Development Grants have been awarded this fiscal year.

Those Board members present agreed the Network's Fall Conference should be continued. It was suggested a virtual broadcast component could be added allowing off-site participation.

It was agreed the Technology Improvement Grant program should continue to have a broad scope in projects accepted. Limiting projects to digitization had been suggested.

New Business

2020 Visioning Process

In response to the New York State Board of Regents request to develop and recommend a statewide 2020 vision for library services, the New York State Regents Advisory Council on Libraries (RAC) is seeking input from the library community to aid in their development of a new plan. RAC is seeking suggestions and input on ten key questions; the ten key issues were distributed for Board review. Responses and suggestions are due April 20, 2011. This is the first step in what will be a multi-phase process for developing a new statewide vision and plan for library services in New York.

Old Business

NNYLN Plan of Service

The Board reviewed and discussed the final draft of the Northern New York Library Network's Plan of Service, 2011-2016. John Hammond reported the draft Plan of Service had been posted

online for Network member's final comments. A number of comments were received and incorporated in the Plan of Service. The last step in the process is the Board's approval.

Motion 10/11--24: Gordon Muir (Michelle Young) moved to approve the Northern New York Library Network Five Year Library System Plan of Service 2011 to 2016 as presented. Carried unanimously.

Next Meetings

The next meeting is the Network's 46th Annual Meeting May 19, 2011 at the Riveredge Resort Alexandria Bay NY. The Board meeting will begin at 8:00 AM.

Current Topics

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

Adjournment

The Board meeting was adjourned at 11:34 A.M.

The April 7, 2011 meeting minutes were approved at the May 19, 2011 meeting.

- Next Board Meeting & 46th Annual Meeting -

May 19, 2011, 8:00 AM

Riveredge Resort Alexandria Bay NY

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