



Northern New York Library Network

- [Resource Sharing](#)
 - [Collection Development Grants](#)
 - [ICEPAC](#)
 - [ICICILL](#)
 - [ICICILL Statistics](#)
 - [ICICILL Training](#)
 - [ILLiad](#)
- [Databases](#)
 - [OmniFile/EBSCO](#)
 - [Watertown "Times"](#)
 - [WorldCat](#)
 - [Overdrive](#)
 - [Ask Us 24/7](#)
- [Professional Development](#)
 - [Upcoming Classes](#)
 - [Professional Development Financial Assistance Program](#)
 - [Application](#)
 - [Guidelines](#)
 - [Reimbursement](#)
 - [CE Assist: Training on Demand](#)
 - [ICICILL Training](#)
 - [Room Reservations](#)
- [Digitization](#)
 - [Digitization Service Center](#)
 - [NYS Historic Newspapers](#)
 - [New York Heritage](#)
- [Publications](#)
 - [Emergency Manual](#)
 - [Member Directory](#)
 - [Member Contacts](#)
- [Area Libraries](#)
 - [Membership Directory](#)

- [Membership Contacts](#)
- [Libraries in NNY](#)
- [Library Catalogs](#)
- [ILL Directory](#)
- [Webmail / Gmail](#)
- [About Us](#)
 - [Contact Us](#)
 - [NNYLN Staff](#)
 - [Application](#)
 - [Board](#)
 - [Board Minutes](#)
 - [By-Laws](#)
 - [NNYLN Committees](#)
 - [Committee Form](#)
 - [Library Assistants Committee](#)
 - [Directions](#)
 - [Excellence Award](#)
 - [Mission Statement](#)
 - [Plan of Service](#)
 - [Section 1-3](#)
 - [Timeline](#)
- [Home](#)

Minutes December 8, 2011

Northern New York Library Network
Board of Trustees Meeting
December 8, 2011
Potsdam, New York

The December 8, 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: Patrick McIntyre, President; Connie Holberg, Vice-President; Gordon Muir, Secretary; Michelle Young, Treasurer; Steve Bolton; Ellen Darabaner; Jennifer Henry; Ewa Jankowska; Linda Larkin; Michelle Parry; Liz Resseguie; Sally Rusaw and Paul Schaffer.

Guests Present: Sherry & Jonathan Furgison. Trustees Absent: Amy Catania.

Staff Present: Bridget Doyle, John Hammond and Phil Jones.

Agenda

Motion 11/12--08: Michelle Young (Gordon Muir) moved to approve the agenda as distributed. Carried unanimously.

Minutes

Motion 11/12--09: Linda Larkin (Paul Schaffer) moved to approve the minutes of the September 9, 2011 meeting as distributed. Carried unanimously.

2010-2011 Audit Report

Jonathan Furgison, Furgison & Co., CPA, P.C. briefly summarized the unqualified audit report of the Northern New York Library Network's financial statements fiscal years ending June 30, 2011 and 2010, copies of which were distributed to board members. Jonathan and Sherry responded to a number of general questions posed by Board members regarding the audit report.

Motion 11/12--10: Gordon Muir (Michelle Young) moved to accept the audit as prepared by Furgison & Co., CPA P.C. Carried unanimously.

Financial Reports

The Board reviewed and discussed the financial statements for September 2011, October 2011 and November 2011. It was noted all Network funds on deposit with Community Bank NA, in excess of FDIC insurance coverage, are collateralized in the event the bank fails. With the fiscal year 12/8/2011 nearly half-over state aid has not been received for Automation 2011/RBDB, Hospital Library Services Program or the Documentary Heritage Program, the three grants total approximately \$300,000. To maintain program services the Network is forward funding each program. Over the past few months three law libraries have cancelled their Network memberships, budget constraints were cited as the predominate reason. Oswego Law Library remains the sole member that is a law library.

Motion 11/12--11: Michelle Young (Gordon Muir) moved to accept the financial statements for September 2011, October 2011 and November 2011 as distributed. Carried unanimously.

A.L. Lee Memorial Hospital Bad Debt Proposal

After the 2006 Berger Commission's report "Health Care Facilities in the Twenty-First Century" recommended A. L. Lee Memorial Hospital Fulton NY cease operation the hospital filed bankruptcy. As a participant in the Network's Hospital Library Services Program the hospital owed \$7,118.50 for services rendered. In 2009 the Network filed a claim with the Bankruptcy Court to recoup the amount owed. On November 8, 2011 Riverside Claims Company contacted the Network regarding purchasing the A. L. Lee Memorial Hospital bad debt. Since their phone call the Bankruptcy Court issued a final decree closing the case and settled the Network's claim paying out \$1,073.71 on the original claim.

Committee Reports

Northern New York Resources Corporation

The Board reviewed and discussed the September 9, 2011 NNYRC Board of Director's meeting minutes. Steve Bolton noted the portfolio currently has a bond to stock ratio of 50%/50%; the benchmark portfolio, which is used for comparison purposes and is comprised of 50% S&P 500 Index and 50% US Investment Grade Bond Index, shows a loss of 1.45% for the year, the NNYRC portfolio beat the benchmark by nearly 1%. A Board of Directors conference call will be scheduled for the end of January 2012.

Automation Committee

The Board reviewed and discussed the Automation Committee's September 15, 2011 meeting minutes, which included the RBDB proposed budget for the year 2012. The proposed 2012 budget assumes state aid will remain at the 2011 funding level. The Committee agreed to fund program core projects consisting of Personnel, OCLC Group Access, Continuing Education, Databases and

ICEPAC/ICICILL/ICEPAC DVD.

Motion 11/12--12: Connie Holberg (Linda Larkin) moved to approve the application and proposed budget for the Regional Bibliographic Database program year 2012. Carried unanimously.

Executive Directors Report

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

A brief progress update on each of the Network's Technology Service Improvements grants was provided.

The Network in conjunction with JCC, NCCC, Paul Smiths, SUNY Canton and SUNY Oswego has formed a pilot e-Book purchasing cooperative. The group has purchased 352 items from Overdrive Inc., a digital distributor of eBooks and audiobooks.

In April 2011 Adirondack Medical Center did not renew their contract with the Network for the Hospital Library Services Program. Recently they have contacted the Network requesting a down-sized version of the program, a contract has been sent to the hospital, but to-date has not been returned.

Staff at the NYS Archives indicate they are uncertain as to when grant funds will be made available for the Documentary Heritage Program. The program fiscal year is nearly half-over; to maintain services the Network is currently forward funding the program.

The Network has received word the IMLS digitization/harvesting grant submittal has been rejected. The Network will work with ConnectNY to rewrite a revised version of the grant.

Online Coordinated Collection Development Program (CCDA) grant applications have been submitted and approved, but there is no indication of when funds will be made available to participating academic libraries.

The day-and-a-half 2011 Fall Conference: Progress and Plugging In was attended by nearly 80 people; the two day Basics of Archives Conference was attended by 89 people.

Professional Development grants were recently awarded to four people. It was noted the grant is available for board member participation.

The NY 3Rs Association, Inc. is preparing to assume LAND's statewide library delivery service. The new service, referred to as Empire Delivery, will connect existing regional library delivery services. The IDS Project and ConnectNY have partnered with the NY 3Rs Association to hire a consultant for the project's start-up. The consultant is developing a user needs survey, a vendor RFP and a vendor contract. It is anticipated a vendor contract will be in place by June 2012.

The NY 3Rs Association is assisting a number of academic libraries and public libraries on a variety of eBook initiatives.

The NY 3Rs Association is supporting the NY Alliance of Library System's effort to foster a dialogue with Assembly members; historically, as a body the Assembly has not been a supporter of libraries.

Legislative visits are currently being arranged, a meeting with Addie Russell has been scheduled for December 22 in Canton; Betty Little, Joe Griffo and Patty Richie have yet to confirm dates.

NYLA's Library Advocacy Day is scheduled for Tuesday, March 6, 2012 Albany, NY. Steve Bolton indicated NCLS will sponsor a bus for those seeking transportation to the event; the Network will pay half the cost.

New Business

2012-2014 NNYLN Plan of Development

The Board reviewed and discussed the Network's Status Report and Plan, Update Plan of Development 2012-2014. The plan was distributed to staff of each member library for comments. Several individuals responded with comments.

Motion 11/12--13: Michelle Young (Gordon Muir) moved to approve the Status Report and Plan, Update Plan of Development 2012-2014 as presented. Carried unanimously.

2011-12 Meeting Dates

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

February 23, 2012, 11 A.M. Conference Call

April 5, 2012, 10 A.M. Network Office Potsdam NY

May 24, 2012, Annual Meeting, Lake Placid NY

Current Topics

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

Adjournment

The Board meeting was adjourned at 11:55 P.M.

The December 8, 2011 meeting minutes were approved at the February 23, 2012 meeting.

Next Board Meeting

February 23, 2012 11:00 AM

Conference Call (Call-in instructions will be included in the Board Packet)

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