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Minutes September 9, 2011

Northern New York Library Network Board of Trustees Meeting September 9, 2011 Potsdam, New York

The September 9, 2011 meeting of the Northern New York Library Network's Board of Trustees was called to order at 10:01 A.M. at the Network's office in Potsdam, New York.

Trustees Present: Patrick McIntyre, President; Michelle Young, Treasurer; Steve Bolton; Ellen Darabaner; Ewa Jankowska; Linda Larkin; Michelle Parry; Liz Resseguie; Sally Rusaw and Paul Schaffer.

Trustees Absent: Amy Catania, Jennifer Henry, Connie Holberg and Gordon Muir.

Staff Present: John Hammond and Phil Jones.

Patrick McIntyre welcomed new board members and requested those present to introduce themselves.

Minutes

Motion 11/12--01: Michelle Young (Ellen Darabaner) moved to approve the minutes of the May 19, 2011 meeting as distributed. Motion carried. Larkin and Parry abstained.

Financial Reports

The Board reviewed and discussed the financial statements for May 2011, June 2011, July 2011 and August 2011. Staff responded to a number of general questions posed by Board members regarding the monthly statements. It was noted Basic and Supplemental Operating state

aid along with the Medical Information Services Program (MISP) state aid were received in July 2011.

Motion 11/12--02: Michelle Young (Linda Larkin) moved to accept the financial statements for May 2011, June 2011 July 2010 and August 2011 as distributed. Carried unanimously.

Committee Reports

Northern New York Resources Corporation

The Board reviewed and discussed the July 27, 2011 NNYRC Board of Director's meeting minutes. Steve Bolton noted a NNYRC Board meeting follows this meeting, all Network Board members are invited to attend.

Motion 11/12--03: Paul Schaffer (Liz Resseguie) moved to accept the Northern New York Resources Corporation Board of Director's July 27, 2011 meeting minutes as distributed. Carried unanimously.

Terms of the NNYRC Board of Director's are ending. The NNYRC Board of Directors is a subset of the Network's board. Those Network board members volunteering to be nominated to the board are: Steve Bolton, Ellen Darabaner, Ewa Jankowska, Linda Larkin and Michelle Young.

Motion 11/12--04: Michelle Young (Liz Resseguie) moved to approve the nominees to Northern New York Resources Corporation Board of Directors. Carried unanimously.

Continuing Education Committee

A flyer for the NNYLN 2011 Conference "Progress and Plugging In" was distributed. The conference is scheduled for October 6 & 7 at Knowles Conference Center SUNY Potsdam. The conference will fold 13 topics of interest to library and archival/museum staff into a two day event. The cost is \$25 for either day or \$40 for both days. Lunch is on your own Thursday, but is included along with a presentation by guest speaker Stephen Abrams on Friday.

John Hammond noted registrations are running short of the fifty needed to make the conference a worthwhile endeavor. Michelle Young challenged board members to get the word out to their staff and post conference announcements on their list-servs.

Michelle Young announced Clarkson University is hosting a 2011 ENY/ACRL Fall Brown Bag Lunch, October 28, 2011 11am - 2pm, the topic is Open Access. It will be held in the Educational Resources Center's Presidents Conference Room (next to the Harriet Call Burnap Memorial Library). For more information and a list of discussion readings see the URL: <http://www.enyacrl.org/FallBrownBagNew.php>.

Executive Directors Report

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

An ICICILL instructional video is now available online at YouTube, the link is <http://www.nnyln.net/ICICILLTraining.html>

Time Warner has completed the fiber optic installation at the Network office.

The Network has initiated a pilot e-book cooperative purchasing program for academic libraries via digital content distributor OverDrive.

The Network is expanding its fee-based digitization services through a new enterprise the “New York Digitization Center”; for more information view the website URL: newyorkdigitizationcenter.com. Drawing on years of experience and existing equipment the center will offer digitization services designed for libraries, museums, archives, historical documents repositories, and other cultural organizations.

The New York Heritage group has hit a glitch with Contentdm’s capabilities. The software is limited to loading 200 sites but the group has 205.

The *Mexico Independent*, *Canton Commercial Advertiser* and *Ogdensburg News* are in the process of being added to the Northern New York Historical Newspaper website. On a fee basis, Network staff are also digitizing the Brockport newspaper the *Brockport Republic*.

Adirondack Medical Center has opted out of the Network’s Hospital Library Services Program leaving two hospitals contracting for services on the CVPH circuit. Of those two only one is contracting for onsite visits; a redistribution of HLSP funding to the two circuits is being considered.

Although some 3R’s Councils have received their RBDB and Hospital Library Services Program state aid the Network has not; the State Library indicates it is uncertain as to when funds will be made available.

No word has been received from the IMLS on the digitization/harvesting grant submittal.

The online Coordinated Collection Development Program (CCDA) application has been unlocked for data entry by participating academic libraries.

The NY3Rs Cooperative Project is investigating a number of issues that members have indicated as being important: statewide continuing education webinars, Lyrasis e-resources as an alternative to WALDO, procurement issues for NYS public entities and replacement of LAND statewide delivery services. Also, NY Heritage is working with digital preservation consultants on best practices for preserving TIFF images and metadata.

Old Business

Documentary Heritage Program Work Plan for 2011-2012

The Board reviewed and discussed the Documentary Heritage Program Work Plan and Budget, 2011-2012.

Motion 11/12--05: Steve Bolton (Ellen Darabaner) moved to approve the Documentary Heritage Program Plan and Budget, 2011-2012 as presented. Carried unanimously.

New Business

Annual State Report for Library Systems 2010

The Board reviewed and discussed the Network’s Annual Report for Library Systems 2010.

Motion 11/12--06: Michelle Young (Ewa Jankowska) moved to approve the Northern New York Library Network’s Annual Report for Library Systems 2010 as presented. Carried unanimously.

Technology Service Improvement Grants

The Network received thirteen proposals totaling \$65,040 for the Technology Service Improvements grant. A panel of three impartial individuals was selected to review and

rank the proposals. Awards will be made to:

Canton Public Library - \$2,861

Melvil Dewey Library, Jefferson Community College - \$2,222

Penfield Library, SUNY Oswego - \$4,685

Clinton-Essex-Franklin Library System - \$10,000

Roswell P. Flower Memorial Library - \$672

Massena Public Library - \$3,945

St Lawrence-Lewis School Library System - \$6,000

Champlain Valley Educational Services School Library System - \$10,000

Individual grants to the eight libraries total \$40,385.

Motion 11/12--07: Michelle Young (Liz Resseguie) moved to approve the Technology Service Improvements grants to the eight libraries as proposed. Motion carried.

Jankowska and Parry abstained.

2011-12 Meeting Dates

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

December 8, 2011, 10 A.M. Network Office Potsdam NY

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

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Current Topics

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

Adjournment

The Board meeting was adjourned at 11:21 P.M.

The September 9, 2011 meeting minutes were approved at December 8, 2011 meeting.

Next Board Meeting

December 8, 2011 10:00 AM

Network Offices Potsdam NY

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Northern New York Library Network (phone) 315-265-1119 (fax) 315-265-1881
6721 US HWY 11, Potsdam, NY 13676