

**Northern New York Library Network
Board of Trustees Meeting
April 3, 2014
Via Conference Call**

The April 3, 2014 meeting of the Northern New York Library Network Board of Trustees was called to order at 10:02 A.M.

Trustees Present: Connie Holberg, President; Ellen Darabaner, Vice-President; Marianne Hebert, Treasurer; Mike Beccaria; Steve Bolton; Michelle Parry; Joan Pellikka; Jane Subramanian and Julie Wever.

Trustees Absent: Peter Benson, Amy Catania, Karie Doelger, Gordon Muir and Paul Schaffer.

Staff Present: John Hammond and Phil Jones.

Agenda

Motion 13/14--22: Jane Subramanian (Mike Beccaria) moved to approve the agenda as distributed. Carried unanimously.

Minutes

Motion 13/14--23: Ellen Darabaner (Marianne Hebert) moved to approve the minutes of the February 13, 2014 meeting as distributed. Carried unanimously.

Financial Reports

Financial Statements

The Board reviewed and discussed the financial statements for January 2014 and February 2014. Staff responded to a number of general questions posed by Board members regarding the monthly statements.

Motion 13/14--24: Michelle Parry (Ellen Darabaner) moved to accept the financial statements for January 2014 and February 2014 as distributed. Carried unanimously.

Committee Reports

Northern New York Resources Corporation

Joan Pellikka noted the NNYRC portfolio gained 13.4% or \$554,521 in 2013. At the January meeting the NNYRC Board voted to divest the portfolio of Cougar Global and MWP; moving those funds into the portion of the portfolio directly managed by LPL. As of January 2014 the

portfolio stood at a 61% stock to 39% bond fund ratio. The NNYRC Board voted to accept the three year proposal for external auditing services submitted by Furgison & Co, CPA.

Budget/Personnel Committee

The Board reviewed and discussed the Budget/Personnel Committee recommendations as outlined in their March 19, 2014 Meeting Minutes, Operating Budget, Salary Schedule and Five-year Projections. The Committee also recommends several revisions to the Personnel Manual.

Motion 13/14--25: Board members voted unanimously to accept the recommendations of the Budget Personnel Committee concerning the Operating Budget, salaries and fiscal projections. Carried unanimously.

Motion 13/14--26: Board members voted unanimously to accept the recommendations of the Budget Personnel Committee concerning the Personnel Manual. Carried unanimously.

Executive Directors Report

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

The NYSHistoricNewspapers.org website went live in February. Microfilm from the NYS Historical Association and Syracuse University are currently being processed. An agreement has been reached with the State Library allowing access to their duplicate microfilm holdings.

The Network will serve as the regional contact for uploading materials to the new [Digital Public Library of America](http://DigitalPublicLibraryofAmerica.org) website; the first phase of participation will entail adding our holdings from the NY Heritage site, second stage will entail assisting organizations whose holdings are not on New York Heritage to participate.

[ICEPAC/ICICILL](http://ICEPAC/ICICILL.org) continues to provide an effective means for regional resource sharing: in February, 2051 requests were made and 1382 requests were filled. Quarterly updates continue, with most libraries and systems submitting refreshed data regularly. There is again some interest in changing ICEPAC/ICICILL vendors.

The pilot project connecting our two member public library systems, North Country Library System and Clinton Essex Franklin Library System, with Empire Library Delivery is underway.

The Spring Archives Conference will be held at the Akwesasne Casino and Resort on May 2; there will be a morning presentation about mold and insects that can contaminate and destroy collections. The afternoon session will address how to assist teachers in making use of local history collections in conjunction with the Common Core.

The Network's 49th Annual Meeting is scheduled for May 22, 2014 at the Mirror Lake Inn Lake Placid. Those board members present agreed the Board meeting would start at 9:00 A.M. The conference keynote speaker Michele Ayers will begin at 10:00 A.M.

The date for the Network's Library Assistants' Conference is June 18, 2014.

A Training on Demand grant was awarded to the Clinton-Essex-Franklin Library System for the workshop Continuity Planning: disaster planning.

Visits were made to state legislators in Albany on February 26th, Library Advocacy Day.

Governor Cuomo's initial Executive Budget Proposal for 2014-2015 cut Library Aid by \$4 million, the Assembly proposed increasing the Executive's proposal by \$2M and the Senate proposed increasing Library Aid beyond the Executive's proposal by \$8M. The negotiated final budget proposal of \$86.6 was an increase of \$5M beyond the Executive proposal; a 1.2% increase over the last year's State Aid.

The State Archives have yet to release Documentary Heritage Program funds. The current program year began last July and runs through June. This is the fourth and final year of the contract.

Old Business

I2NY Projects: E-Resources Purchasing Manifesto

This item was tabled for a future meeting.

New Business

Conflict of Interest Statement

Currently board members and staff fill-out a Conflict of Interest Statement at the beginning of their service. The IRS recommends non-profit organizations establish a procedure for annual disclosure. Those Board Members present agreed to change the current requirement to an Annual Conflict of Interest Statement.

Next Meetings

The next meeting is the Network's 49th Annual Meeting May 22, 2014 at the Mirror Lake Inn Lake Placid NY. The Board meeting will begin at 9:00 A.M.

Adjournment

The meeting was adjourned at 10:40 A.M.

The April 3, 2014 meeting minutes were approved at the May 22, 2014 meeting.

**∞ Next Board Meeting & 49th Annual Meeting ∞
May 22, 2014, 9:00 AM
Mirror Lake Inn Lake Placid NY**