

**SOUTHEASTERN NEW YORK LIBRARY RESOURCES COUNCIL  
MINUTES OF THE BOARD OF TRUSTEES MEETING  
February 17, 2005**

<b>BOARD MEMBERS PRESENT</b>	Lynn Barley, Josh Cohen, GERALYNN Demarest, Lynn Denman, Jeff Katz, Judith McGrath, Muriel Verdibello, Barbara Durniak, S. Moss, Barbara Durniak
<b>EXCUSED</b>	Barbara Liesenbein, Stan Ploszaj, Mary Ellen Leimer, Celia Seupel
<b>ABSENT</b>	David Barnhart
<b>REPRESENTING SENYLRC</b>	John Shaloiko
<b>GUEST</b>	Denise Harlow (CCSNYS)
<b>CALL TO ORDER</b>	Board President Barbara Durniak called the meeting to order at 9:38 AM.
<b>MINUTES</b>	<i>The minutes of the December 16, 2004 meeting were accepted as written after a motion M. Verdibello, seconded by J. McGrath. Motion Carried.</i>
<b>OLD BUSINESS</b>	
<b>STRATEGIC PLANNING</b>	Denise Harlow of the CCSNYS presented a draft proposal for Southeastern's Hudson Valley Heritage Program for submission to the Dyson Foundation. Ms. Harlow also presented a member assessment plan which will aid in determining member needs. Ms. Harlow also submitted a proposal with CCSNYS consultancy costs associated with the assessment. Ms. Harlow recommended 8 or 9 focus groups meetings – one for each library type and one for each system. Topics for discussion at these focus sessions would include usage of current services, value of current services, whether library uses such services or not, types of services that members would like to see offered, etc. An online survey tool would also be developed. The online survey will broadly capture information from a large number of libraries. The survey would be available online for a limited time; responses would be anonymous but the respondent would be asked to indicate the type of library he/she is with so that Southeastern can attach this information to certain demographics. Survey questions would be specific to each of Southeastern's program areas targeted. Phone interviews could also be utilized. Phone interviews would provide more in-depth information that could not be found on the online survey or possibly during focus group discussion. Data collected can be used to develop Southeastern's next five-year plan. J. Shaloiko recommended to the Board that SENYLRC apply for a mini grant from the Dyson Foundation to help defray the costs (up to \$10,000) associated with the CCSNYS's consulting costs.

<b>MOTION</b>	<p><i>M. Knapp moved to authorize the Director to apply to the Dyson Foundation for a Strategic Planning grant. Seconded by L. Denman. Motion Carried</i></p> <p><i>J. Katz moved to permit Board endorsement to approve the assessment plan and to carry it fast forward as soon as possible irrespective of receipt of grant approval. Seconded by S. Moss. Motion Carried.</i></p> <p><i>L. Denman moved to support the intention of the Director to include Southeastern staff to work with Planning Committee and the consultant in development of assessment plan questions and survey. Seconded by M. Knapp. Motion Carried.</i></p>
<b>NEW BUSINESS</b>	

<b>ANNUAL MEETING</b>	<p>This year's Annual Meeting will be held Friday, June 3, 2005. Discussion took place concerning the location for the Annual Meeting. Consideration was given to combining its Annual Meeting with an Open House. Logistics and costs were discussed. A suggestion was made to hold the morning business portion of the Annual Meeting on the SUNY campus – either at the Terrace Room or the faculty tower room. L. Barley will look into the availability of desired campus facilities. The late morning portion would be the formal opening of Southeastern's new headquarters. Senator Larkin was proposed as a speaker at the business portion of the meeting and/or do the ribbon cutting ceremony at the "open house" portion of the day.</p>
<b>HUDSON VALLEY HERITAGE</b>	<p>J. Shaloiko presented the newly updated Southeastern web page and the Hudson Valley Heritage website hosted by Southeastern. J. Shaloiko displayed some of the digital collections currently on the HVH web page and updated the Board on the current activity with this program. Discussion took place on how to promote this program to area libraries, historical societies and other types of historical repositories. The Board also endorses a fee for participants; the recognition of upfront contributions with staff time/energy, the concept of "Friends of the Hudson Valley Heritage", and beginning to pursue grant funding.</p>
<b>BOARD COMMITTEES AND COUNCIL COMMITTEES</b>	<p>Staff Liaisons to Southeastern Committee's have provided a short synopsis of meeting outcomes for the following committees: Continuing Education (CE), Regional Interlibrary Loan Committee (RIC), Digital Advisory Committee (DAC), Electronic Resources Advisory Committee (ERAC) and Hospital Library Services Committee (HLSP).</p>
<b>TREASURER'S REPORT</b>	<p>J. Shaloiko presented Fund summaries from July 1, 2004 through November 1, 2004. Southeastern's accounting program has migrated from a DOS program to a windows-based program. S. Moss, treasurer, will continue to receive detailed copies of monthly reports; board members would like to continue receiving fund summaries only. Board members found the new format easier to follow.</p>
<b>MOTION</b>	<p><i>M. Knapp moved to accept the financial report as presented. Seconded by J. McGrath. Motion Carried.</i></p>
<b>DIRECTOR'S REPORT</b>	<p>J. Shaloiko presented his Director's Report. The Board was updated on Building activity, Gov. Pataki's proposed budget for libraries, Federated Searching Pilot Project, 21<sup>st</sup> Century Librarian Grant, E-Rate program and a</p>

	meeting attended by J. Fischetti and John with OCLC and NYLINK representatives about OCLC's new Group Resource Sharing Program.
<b>REPORTS FROM MEMBER SYSTEMS</b>	M. Verdibello reported that RCLS' migration from Dynex to Verizon is moving along. RCLS received a grant for an e-book pilot project. L. Denman had no report from the School Library Systems. J. Cohen reported that MHLS applied for two LSTA grants with one being fully funded.
<b>ADJOURNMENT</b>	<i>J. Katz moved to adjourn the meeting at 12:06 PM. Seconded by M. Knapp. Motion Carried.</i>

Respectfully Submitted,

Lynn Denman, Secretary

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