

**SOUTHEASTERN NEW YORK LIBRARY RESOURCES COUNCIL  
MINUTES OF THE BOARD OF TRUSTEES MEETING  
September 15, 2005**

<b>BOARD MEMBERS PRESENT</b>	Lynn Barley, Judith McGrath, Barbara Durniak, Barbara Liesenbein, Stan Ploszaj, Mary Ellen Leimer, May Knapp, I. Anema, J. Katz
<b>EXCUSED</b>	Josh Cohen, GERALYNN DEMAREST, Lynn Miller, Muriel Verdibello, Stuart Moss
<b>ABSENT</b>	David Barnhart
<b>REPRESENTING SENYLRC</b>	John Shaloiko
<b>CALL TO ORDER</b>	Board President Barbara Durniak called the meeting to order at 9:36 AM.
<b>MINUTES</b>	<i>The minutes of the June 16, 2005 meeting were accepted with one correction after a motion by B. Durniak. Seconded by J. McGrath. Motion Carried.</i>
<b>OLD BUSINESS</b>	
<b>STRATEGIC PLANNING</b>	J. Shaloiko passed around a sample survey generated from "Survey Monkey". The Planning Committee will review the sample survey with D. Harlow from CCSNYS at its meeting on September 16, 2005. Upon completion of the survey respondents can enter their name in a raffle for an IPOD. The Planning Committee will determine the timetable for the survey to be available for completion, who should be included in focus groups and telephone interviews. D. Harlow suggested that 8-12 participants in each focus group; similar libraries should be included in each focus group and should be composed of staff performing varied activities within the focus group categories, e.g., academic, special, public, etc. B. Liesenbein suggested the inclusion of a "don't know" button.

**NEW BUSINESS**

<b>BOARD AND COUNCIL COMMITTEES</b>	J. Shaloiko reviewed the Board roster and, Board Committees and Council committees that have Board liaisons. Also distributed were copies the Council committee rosters for the current year. The Hospital Library Services Committee has been restructured for the current fiscal year allowing the organization, rather than an individual, to have voting representation. In any one year the committee should comprise of a minimum of 6 people up to a maximum number of hospitals served by the HLSP. The size of the Committee each year will reflect the number of hospital libraries who commit to active committee involvement.
<b>BUILDING RENOVATIONS</b>	J. Shaloiko reported on the renovation of the lower level. The renovation is currently on schedule. Renovations should be completed by the middle to end of October. J. Shaloiko will meet with Tom Collins of Commercial Associates to secure him as a leasing agent for the rental area on the lower level.

<b>MOTION</b>	<i>J. Katz moved to authorize J. Shaloiko to pursue a commercial real estate agent to assist SENYLRC in locating a tenant for the lower level. Seconded by S. Ploszaj. Motion carried.</i>
<b>ANNUAL REPORT</b>	J. Shaloiko reported on the submission of the 2004/05 Annual Report to the State Library. J. Shaloiko reviewed highlights on this new procedure for completing the Annual Report online.
<b>MOTION</b>	<i>J. McGrath moved to approve the Annual Report for 2004/05 as presented. Seconded by S. Ploszaj. Motion carried with one abstention (I. Anema).</i>
<b>REVIEW OF FUND REPORTS</b>	P. Wolven explained each fund report SENYLRC uses for financial reporting. J. Shaloiko asked the Board members which fund report(s) they would like to receive with their Board packets. The Board agreed they would like to receive "L" fund reports regularly; other fund reports with major changes will be distributed as required.
<b>PRESIDENTS REPORT</b>	There was no President's Report presented at this meeting
<b>DIRECTOR'S REPORT</b>	J. Shaloiko reviewed his written report included in the Board packet.
<b>COUNCIL COMMITTEE REPORTS</b>	Included with this month's Board packet are summaries of committee discussions and actions since the last Board meeting for the Digital Advisory, Electronic Resources, Continuing Education, Regional ILL and Hospital Library Services Committees.
<b>REPORTS FROM MEMBER SYSTEMS</b>	S. Ploszaj reported on RCLS' software upgrade.
<b>COUNCIL COMMUNICATION</b>	J. Shaloiko directed the Board members to read the article by Maryallison Farley on her hospital's new consumer health library. J. Shaloiko also distributed the current edition of <i>SENYLRC Matters</i> .
<b>ADJOURNMENT</b>	<i>M. Knapp moved to adjourn the meeting at 11:40 A.M. Seconded by L. Barley. Motion Carried.</i>

Respectfully Submitted,

Kathleen Horodyski  
Secretary Pro Tem