



**Southeastern New York Library Resources Council
Minutes of the Board of Trustees Meeting
September 17, 2015**

Board Members Present	Merribeth Advocate, Cathy Carl, Mary Jo Russell, Barbara Petruzzelli, Kari Mack, Mary Ellen Leimer, A. Floyd Lattin, Amy Schuler, Duane Watson, Rebecca Gerald, Stephan Macaluso, Jeannie Stiller
Board Members Excused	Laura Streett, Mary Flad, Robert Hubsher
Representing SENYLRC	Tessa Killian, Danielle Poidomani
Call To Order	B. Petruzzelli called the meeting to order at 9:33AM.
Introductions and welcome	T. Killian introduced SENYLRC's newly-contracted Bookkeeper, Danielle Poidomani.
Approval Of Minutes/Motion To Approve	The minutes of the July 16, 2015 meeting were presented to the Board of Trustees. M.J. Russell noted an error in the chronology to be fixed in the final version. <i>M.E. Leimer made a motion to accept the July 16, 2015 minutes as amended. Seconded by J. Stiller. Motion carried.</i>

New/Old Business	
2015/16 Fiscal Report & Budget Amendments	D. Poidomani and T. Killian presented the "Revenue and Expenses Previous Year Comparison" and "Budget vs. Actual" fiscal reports, as well as a Budget Adjustments breakdown. T. Killian led discussion on the presented budget adjustments and addressed questions regarding various aspects of the fiscal reports; D. Poidomani explained recent changes made to clarify the information contained in the fiscal reports. T. Killian addressed questions about the council's upcoming annual audit.
Motion	<i>S. Macaluso made a motion to accept and file the fiscal reports. Seconded by M. E. Leimer. Motion carried with one abstention.</i>
HRVH Membership Applications	T. Killian led discussion on three HRVH membership applications: <ul style="list-style-type: none"> • Bronxville Local History Room • Town of New Paltz • Putnam County Historian's Office
Motion	<i>D. Watson made a motion to approve the presented membership applications. Seconded by M.J. Russell. Motion carried.</i>

Annual Report to Division of Library Development	T. Killian led discussion on the Annual Report to Division of Library Development, including the completion process, deadlines, and changes to the current-year reporting requirements. A hard copy of the report was passed among the trustees and T. Killian addressed related questions.
Motion	<i>M.J. Russell made a motion to approve the Annual Report to DLD. Seconded by M. Advocate. Motion carried.</i>
Planning Committee Report	<p>M. Advocate led discussion on the Planning Committee report; specifically, the Committee’s determinations for how best to pursue a new 5-year Plan of Service. The Committee recommends that the Board of Trustees outline a new Strategic Plan as an operational guiding document. The Committee has further determined that the most efficacious way to pursue a Strategic Plan is with the assistance of an outside consultant, as well as to seek supplemental funding for this effort from the Dyson Foundation. Trustees shared insights from their respective institutions’ planning activities, including the benefits of third-party consultation during such a process.</p> <p>The next steps in the Planning process, to be completed in time for trustee review during the October BoT meeting, were determined to be:</p> <ul style="list-style-type: none"> • the drafting of a statement of intent for consultants; • the compilation of a list of possible consultant’s names; • and, contacting the Dyson Foundation for grant solicitation. <p>The SENYLRC Plan of Service is due 4/1/15; meanwhile, the Strategic Plan is to be drafted in tandem to provide the necessary data to inform the Plan of Service, though the trustees are aware that the two documents remain distinct and serve different purposes. Trustees discussed if the Strategic Plan can be completed in time for June’s Annual Meeting, which may complicate the timeline, or if the Annual Meeting should be utilized as an opportunity to gather data towards the Strategic Plan. Trustees determined that the timeline is yet to be established and that consultants will likely outline their own timeframe for completion.</p> <p>M. Advocate requests that trustees share the names of known consultants as well as submit sample proposals for Planning Committee review.</p>
	Informational Items
Director and Staff Reports	T. Killian led discussion on recent Director and staff activities regarding member initiatives as well as internal efforts. Topics included:

	<ul style="list-style-type: none"> • SENYLRC’s newly-hired Hospital Library Manager, Alice Graves, who begins work in October; • The recent negotiations to renew Child Find’s lease for a 3-year extension, as well as their proposed use of SENYLRC’s “blue room” meeting space for the duration of their expanded-staff grant work; • The rebranding/introduction of the new “SEAL” program.
President’s Report	B. Petruzzelli shared an update on Mount Saint Mary College’s ongoing and popular (if labor-intensive) program centered on their copy of the St. John’s Bible (as featured at SENYLRC’s recent Annual Meeting), a program that has served as a valuable crash-course on special collections procedure for the MSMC library staff.
Reports From Board Members	<p>R. Gerald shared information on an upcoming intermediate-level copyright workshop, a new SLS Director at Orange/Ulster BOCES, and Dutchess BOCES’s new District Superintendent.</p> <p>M. Advocate informed the trustees of The Mid-Hudson Library System’s recent approval of a new partnership with the Mid-Hudson Joint Management Team (MHJMT), composed of Dutchess BOCES, Orange/Ulster BOCES, and Sullivan BOCES, to act as a consortium in soliciting bids for bandwidth to connect MHLS member public libraries to the internet.</p> <p>S. Macaluso informed trustees about the upcoming Friends of Sojourner Truth Library lectures, as well as a projected move-in date for library staff as construction draws to a close.</p> <p>D. Watson shared news on a major donation to Wilderstein Historic Site from the family of two former volunteers; the funds are to be used to restore a building on the grounds that dates back to 1890.</p> <p>M.J. Russell shared the discovery of an historic photograph of Vassar nurses, dated 1893, found in a box of unsorted documents. Vassar is digitizing the photo and is in search of a service to have it cleaned and restored.</p>
Adjournment	<i>C. Carl made a motion to adjourn at 12:07pm. Seconded by M.E. Leimer. Motion carried.</i>

signature redacted for privacy

Mary Ellen Leimer, Secretary