



**Southeastern New York Library Resources Council
Minutes of the Board of Trustees Meeting
July 21, 2016**

Board Members Present	Merribeth Advocate, Floyd Lattin, Rebecca Gerald, Mary Ellen Leimer, Stephan Macaluso, Barbara Petruzzelli, Amy Schuler, Cathy Carl, Charles Thomas, Duane Watson, Mary Ann Van Benschoten, Ellen Rubin
Board Members Excused	Robert Hubsher, Laura Streett, Kari Mack
Representing SENYLRC	Tessa Killian, Danielle Poidomani
Call To Order	<i>M.E. Leimer called the meeting to order at 9:36am. New trustees Mary Ann Van Benschoten and Ellen Rubin were introduced.</i>
Proposal to Amend Agenda/Motion to Amend	T. Killian requested the day's agenda be amended to include a resolution regarding the council's shared car. <i>C. Thomas made a motion to amend the meeting agenda with an added resolution. Seconded by B. Petruzzelli. Motion carried.</i>
Approval Of Minutes/Motion To Approve	The minutes of the June 3, 2016 meeting were presented to the Board of Trustees. <i>B. Petruzzelli made a motion to accept the minutes as presented. Seconded by F. Lattin. Motion carried.</i>

New/Old Business	
Strategic Plan 2016-2019 Proposal	<p>T. Killian led discussion on the Strategic Plan proposal documents:</p> <ul style="list-style-type: none"> • The Strategic Plan 2016-2019 • A Dashboard to show progress of the Strategic Plan • An Implementation Plan for the staff to monitor the activities related to each goal in the plan. <p>Trustees were led through the three documents and reviewed elements including the council's new mission and vision statements, the council's short- and long-term goals, and the actions planned to achieve those goals. Trustees inquired about various aspects of the Strategic Plan such as an envisioned entrepreneurial program (to provide niche specialist consultations for members).</p> <p>Trustee suggestions to amend the Strategic Plan are as follows:</p> <ul style="list-style-type: none"> • The addition of "school libraries" language to Goal 3, section 3; • The addition of more specific dates/years to the Implementation Plan timeline for clarity; • To utilize the comments section on the Implementation Plan for Board of Trustees updates;

	<ul style="list-style-type: none"> • To add Strategic Plan context to staff reports; and, • To make time in subsequent Board of Trustees meetings for individual staff members to present their current work in context of Strategic Plan goals. <p>Next steps include applying the suggested adjustments to the planning documents and sending the mission statement to the Bylaws Committee for review and approval before presenting it to the membership for a vote.</p>
Motion	<i>B. Petruzzelli made a motion to approve the Strategic Plan 2016-2019 with suggested amendments. Seconded by D. Watson. Motion carried.</i>
2015/16 Fiscal Report	T. Killian and D. Poidomani presented the fiscal report, making note of some outstanding dues from inactive and possibly withdrawing members.
Motion	<i>F. Lattin made a motion to accept and file the fiscal report as presented. Seconded by C. Thomas. Motion carried.</i>
Bank Resolutions For New Executive Committee Members	M.E. Leimer led discussion of the bank resolution to add approved signers for outgoing SENYLRC checks. S. Macaluso and M.J. Russell are to be removed as signers; M.E. Leimer, K. Mack, and A. Schuler are to be added. The resolution is to be signed by Assistant Secretary/Treasurer Cathy Carl.
Motion	<i>R. Gerald made a motion to approve the bank resolution. Seconded by E. Rubin. Motion carried.</i>
Board Roster, Committees and Liaisons	T. Killian led discussion of the board roster, committees, and liaisons, reporting that all committee lists have been finalized. A correction in the trustee terms spreadsheet was noted: M.A. Van Benschoten’s representation should be listed as “Hospital Libraries”.
Amended Item: Council Car Resolution	T. Killian led discussion of the situation regarding the council’s shared car, which requires repairs and upkeep disproportionate to its current value at 10 years old. T. Killian requests Board approval to explore lease options and to dispose of this fixed asset in that process.
Motion	<i>D. Watson made a motion to grant T. Killian the authority to explore and agree to a new car lease. Seconded by F. Lattin. Motion carried.</i>
Motion	<i>F. Lattin made a motion to approve of the disposal of the car as a fixed asset. Seconded by B. Petruzzelli. Motion carried.</i>
Annual Meeting 2016 Evaluation	T. Killian led discussion of the Annual Meeting evaluations. Trustees discussed the provided attendee evaluations and noted

Review	the positive theme throughout. M.E. Leimer noted that she and T. Killian will soon begin the preliminary discussions in preparation for the council's 50 th Annual Meeting in 2017 and that more information is to come at subsequent Board of Trustees meetings.
Hospital Libraries	<p>T. Killian led discussion of the hospital libraries spreadsheet—as requested by trustees to provide an overview of current program participants—which delineates the requirements for participation in the HLS program as well as member compliance.</p> <p>Trustees discussed a proposal to start a circuit librarian program to provide services to those hospital libraries lacking staff:</p> <ul style="list-style-type: none"> • To start, HLSP Manager A. Graves would function as the circuit librarian until such time that the program is established and demand requires a dedicated, new staff member to focus solely on this program. • T. Killian is going to explore the possibility of a Dyson grant toward the proposed circuit librarian program. • Regarding the method of determining a planned “nominal fee” to be charged for this service, M.E. Leimer noted that the proposal language should be amended to illustrate the proper order of operations for such a determination: the HLSP committee would propose a fee schedule; T. Killian or a committee representative would then present such to the Board of Trustees for their discussion and approval. • Trustees discussed the possibility of bundling the circuit librarian program in with the hospital gateway service to increase participation and to stress the importance of staffing hospital libraries.
	Informational Items
Director and Staff Reports	<p>T. Killian led discussion on Director and staff reports:</p> <ul style="list-style-type: none"> • SENYLRC's bullet aid request for a new roof was denied; application process to be reviewed for another attempt when next offered. • ESLN is starting a 10-month pilot project to offer subsidized state wide delivery to public library systems. • Judy Fischetti has begun training members in SEAL 2.0 procedure via webinars and site visits. • Carolyn Bennett Glauda is arranging events through the fall and prepping staff to maintain CE projects during her planned leave in late August. • Zach Spalding is at work on a “dark” storage system to serve as a redundant backup system for members' digital documents. • Alice Graves convened a well-attended statewide HLSP managers meeting. • Moshe Siegel continues facilities management and serves as interlibrary loan backup while Judy focuses on the SEAL

	<p>2.0 training and rollout.</p> <ul style="list-style-type: none"> Jennifer Palmentiero, in conjunction with trustee Laura Streett, has been engaged in statewide EADitor/Empire ADC workshops under an IMLS grant.
President's Report	M.E. Leimer had nothing specific to bring to the attention of the Board of Trustees at this time.
Reports From Board Members	<p>M. Advocate reported a 30% increase in Mid-Hudson's e-magazine collection as well as new access to Consumer Reports Online. Mid-Hudson is also offering member libraries \$1,200 outreach grants to select state-identified populations, such as those with disabilities, those who are not native English speakers, seniors, the unemployed and underemployed, etc., to better provide resources to those groups.</p> <p>R. Gerald reported on a regional workshop at Mount Saint Mary College for school libraries, focused on creating text sets, to be held on August 9th and 10th.</p>
Good of the Order	<p>F. Lattin reported on a pilot program at Mohonk Preserve to donate passes to local libraries.</p> <p>D. Watson updated trustees on the status of the Montgomery Place historical site, recently purchased by Bard, and his efforts in assisting the Bard students and other non-historians in their work to preserve and organize the materials and primary documents within.</p>
Adjournment	<i>R. Gerald made a motion to adjourn at 11:56am. Seconded by C. Thomas. Motion carried.</i>

signature redacted
for privacy

Cathy Carl 
Assistant Secretary-Treasurer