



**Southeastern New York Library Resources Council
Board of Trustees Meeting
October 19, 2017**

Board Members Present	Laura Streett, Robert Hubsher, Ellen Rubin, Duane Watson, Mary Ellen Leimer, Cathy Carl, Amy Schuler, Mark Colvson, Mary Jo Russell, Merribeth Advocate
Board Members Excused	Rebecca Gerald, Charles Thomas, A. Floyd Lattin, Barbara Petruzzelli, Kari Mack
Representing SENYLRC	Tessa Killian
Call To Order	M.E. Leimer called the meeting to order at 9:33am.
New Business	
Approval of Minutes	M.E. Leimer presented the minutes of the September 21, 2017 Board of Trustees meeting.
Motion	<i>R. Hubsher made a motion to approve the minutes as presented. Seconded by D. Watson. Two abstentions. Motion carried.</i>
Fiscal Report for 2017/18	<p>T. Killian led discussion of the fiscal reports, noting the following:</p> <ul style="list-style-type: none"> • a formatting mistake wherein spaces usually occupied by dashes now feature zeros; to be fixed next round of reports; • the council is operating as fiscal agent for Marist’s ACRL workshop, which explains the \$2,400 “workshop income” budget line; • the council has already received 82% of its annual membership dues, 11% ahead of last year’s tally at this same time. <p>Per trustee inquiry and feedback, T. Killian will check into the following:</p> <ul style="list-style-type: none"> • \$52.99 noted (possible erroneously) as a capital expenditure; • adjusting the heading of the “Over Budget” column in Budget to Actual; Trustees find the term counterintuitive as a heading for figures in the negative.
Motion	<i>E. Rubin made a motion to accept and file the fiscal reports as presented. Seconded by C. Carl. Motion carried.</i>
Tri-Party agreement from Salisbury Bank	<p>T. Killian briefed trustees on the Tri-Party agreement from Salisbury Bank:</p> <ul style="list-style-type: none"> • this agreement is a safety and security measure for the

	<p>council’s uninsured funds;</p> <ul style="list-style-type: none"> • this agreement is in line with NYS regulations, which require the council to have “a certificate of deposit that shall be secured by a pledge of obligation to the United States of America or the State of New York”; • this agreement is permitted in New York State despite Salisbury being based out of Connecticut; • the “tri-party” is comprised of Southeastern, Salisbury Bank, and M&T Bank; • under this agreement, council funds remain in place in its account, while M&T Bank collateralizes on its behalf in the event that Salisbury were to go out of business (100% of council funds would be returned, in that event). <p>T. Killian noted blank fields in the agreement, as well as a few points in the attached “Schedule A” which she is working to complete with the bank representative.</p> <p>Trustees suggested that the agreement be reviewed by council attorneys prior to signing.</p>
Motion	<p><i>R. Hubsher made a motion to have the council attorney review the Tri-Party agreement from Salisbury Bank and to authorize T. Killian to move forward once that review is complete. Seconded by M. Colvson. Motion carried.</i></p>
New York State Paid Family Leave Policy	<p>T. Killian led discussion of the proposed New York State Paid Family Leave Policy:</p> <ul style="list-style-type: none"> • New York State has a new law, effective January 1, 2018, regarding a mandatory benefit for paid family leave for NYS employees; • the policy is a rider on the council’s short-term disability policy; • it is T. Killian’s recommendation that the council pay for coverage premiums in the same manner as short-term disability.
Motion	<p><i>R. Hubsher made a motion to approve the New York State Paid Family Leave Policy and associated budget item. Seconded by E. Rubin. Motion carried.</i></p>
Resource Sharing Case Study with Index Data	<p>T. Killian led discussion of the Resource Sharing Case Study with Index Data, a presumably industry-facing report on how their technology is used (in this instance, by Southeastern and its members). The current draft is the result of staff collaboration with Index Data. Upon review, trustees were uncertain as to the end goal of the document and felt it lacked important context and data to rise to the level of a “case study,” determining that it reads more as a product endorsement.</p>

<p>Report from the HLSP Ad Hoc Committee</p>	<p>M.E. Leimer introduced the discussion item as a follow-up to prior Trustee conversations on the state of regional hospital libraries.</p> <p>M.J. Russell led discussion of the HLSP Ad Hoc Committee’s first meeting, held on October 16th 2017. The committee discussed the current state of HLSP program funding, hospital budgets, staffing, and the New York State and federal regulations (or lack thereof) which support hospital libraries. The committee established this context and came away with the following:</p> <ul style="list-style-type: none"> • The committee’s mission is “to present a viable option to the Board for the HLSP program going forward in light of the current issues”; • These five goals are the priority: <ol style="list-style-type: none"> 1. Review what others are doing with HLSP across the state (other ESLN councils); 2. Consider models from outside the state for the provision of hospital library services, for comparison; 3. Identify stakeholders; 4. Ensure financial viability and sustainability; 5. Support HLSP member libraries to make sure services match the needs of libraries being served. <p>The committee determined that legislative action, such as a mandate that hospital libraries be staffed with a degreed librarian, is outside the scope of its goals. Trustees will be informed of further committee work at future Board of Trustees meetings.</p>
<p>Governing Member Application from Sharon Hospital</p>	<p>Trustee M.J. Russel recused herself from this discussion as she is involved with the organization in question.</p> <p>T. Killian led discussion of the Governing Member Application from Sharon Hospital, having reviewed the questions and concerns raised during a prior Board of Trustees meeting about this out-of-state organization’s involvement in Southeastern member services. It was determined that as a Connecticut-based hospital, Sharon Hospital is not eligible for HLSP/MISP funding or grants, though Southeastern services and inclusion in consortia purchases is permitted, as long as none of the above are subsidized by New York State.</p>
<p>Motion</p>	<p><i>R. Hubsher made a motion to approve the Governing Member Application from Sharon Hospital. Seconded by M. Advocate. Two abstentions. Motion carried.</i></p>
<p>50th Anniversary Committee Report</p>	<p>E. Rubin led discussion of the 50th Anniversary Committee’s progress:</p> <ul style="list-style-type: none"> • Invitations have been mailed and Trustees are encouraged to purchase their tickets; • The committee is scheduled to meet following today’s

	<p>Board of Trustees meeting;</p> <ul style="list-style-type: none"> • Menu to be finalized next month (November); • T. Killian is working on center pieces, and M.J. Russell the sound system.
Director and Staff Reports	<p>T. Killian led discussion of the Director and staff reports, as follows:</p> <ul style="list-style-type: none"> • The annual audit fieldwork is complete with no issues reported and the auditors will likely report to the Board of Trustees at the November meeting; • Staff member Judy Fischetti, Member Services Librarian, will be retiring from Southeastern in June 2018; • The council's Annual Report to the state was approved; • The HRVH User Group is scheduled to meet on October 24th and will discuss changes to the hosting platform; • Staff (and Trustees) submitted annual Conflict of Interest Disclosure forms (Trustees were today reminded to fill such out if they have not yet done so); • Monthly staff reports are now formatted alongside Plan of Service elements for a cleaner and more comprehensive presentation (which will also be beneficial to staff when this data is again needed for the next Annual Report); • On October 12th Southeastern convened an orientation meeting for the Coordinated Collection Development Aid grant to explain the process and field questions from academic librarians; • All eight regional library systems have approved changes to the Regional ILL Code; • Southeastern staff is involved with multiple conferences through the fall, as organizers, presenters, and attendees.
President's Report	<p>M.E. Leimer noted that Southeastern staff will no longer prepare paper packets of Board of Trustees meeting materials, for conservation purposes. Trustees will still be provided digital documents a week prior to Board of Trustees meetings and may request the loan of a laptop during meeting times if desired for note taking and to follow along with digital copies.</p>
Reports from Member Systems	<p>R. Hubsher shared details of "WoodsTalk Live Presents: Truth or Consensus: Survival Tools in the Age of Fake News," a roundtable event held on October 1st at Bethel Woods, at which he provided the closing remarks and at which libraries were recognized throughout.</p>
Good of the Order	<p>Trustees had nothing specific to report at this time.</p>

Adjournment

*M.E. Leimer made a motion to adjourn at 10:40am. Seconded by
M. Colvson. Motion carried.*

**signature redacted
for privacy**

Laura Streett, Secretary