



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

Board Members Present	Merribeth Advocate, Mary Jo Russell, A. Floyd Lattin, Rebecca Gerald, Mary Flad, Robert Hubsher, Mary Ellen Leimer, Stephan Macaluso
Board Members Excused	Laura Streett, Barbara Petruzzelli, Amy Schuler, Cathy Carl, Kari Mack, Charles Thomas, Duane Watson
Representing SENYLRC	Tessa Killian, Danielle Poidomani
Call To Order	As both the President and Vice President were not in attendance, M.E. Leimer fulfilled the duties of Secretary in accordance with bylaws section 5.1.3, to wit: <i>"The Secretary shall have responsibility for the records and minutes of the Board and of SENYLRC. In addition, the Secretary shall have all the responsibilities and perform all the duties of the President in case of the absence or disability of both the President and Vice President."</i> <i>M.E. Leimer called the meeting to order at 9:40AM.</i>
Approval Of Minutes/Motion To Approve	The minutes of the March 17, 2016 meeting were presented to the Board of Trustees. A typographical error was noted for revision. <i>R. Hubsher made a motion to accept the minutes as amended. Seconded by F. Lattin. One abstention. Motion carried.</i>

New/Old Business	
Trustee & Officer Nominating Committee 2016/17 Slate Of Candidates	<p>M. Flad, representing absent committee representative D. Watson, presented the Trustee & Officer Nominating Committee's 2016/17 slate of candidates, to be sent to Governing Members:</p> <ul style="list-style-type: none"> • Representing Public Library Systems Mid-Hudson Library System: Merribeth Advocate, Assistant Director, Mid-Hudson Library System. Merribeth is up for election for her second 5-year term 2016/17- 2020/21. • Representing the Community-at-Large: Floyd Lattin is up for election for his first 5-year term 2016/17- 2020/21. • Representing the Community-at-Large: Ellen Rubin is up for election for her first 5-year term 2016/17- 2020/21. • Representing Special Libraries: Amy Schuler, Director of Information Services & Library, Cary Institute of Ecosystem Studies. Amy is up for election for her second 5-year term 2016/17- 2020/21. • Representing Public Libraries: Chuck Thomas, Director, Newburgh Free Library. Chuck is up for election to complete an unexpired term 2013/14 - 2017/18. Based on the proposed bylaws revisions, he is eligible for two additional complete terms.

	<ul style="list-style-type: none"> • Representing Hospital Libraries: Mary Ann Van Benschoten, Research Services Coordinator, Greater Hudson Valley Health System. Mary Ann is up for election for her first 5-year term, 2016/17-2020/21.
Motion	<p><i>S. Macaluso made a motion to approve the Trustee & Officer Nominating Committee's 2016/17 slate of candidates. Seconded by M.J. Russell. Motion carried.</i></p>
<p>Finance & Personnel Committee: 2016/17 Budget Update</p>	<p>T. Killian led discussion of the Finance & Personnel Committee's 2016/17 budget update:</p> <ul style="list-style-type: none"> • NYLA reports a 4.3% increase in state aid. • Trustees discussed the possibility of "bullet aid" to fund the replacement of the council headquarters' roof and to potentially install solar panels; also discussed which political representatives in the region may have funds to disperse for such purposes. • As regarding the roofer/architect-hiring process, trustees determined that a formal RFP or bidding process is not required for a project of this scope/projected cost; however, it was advised that the council hire an engineer to make structural recommendations as a basis for architect estimates and funding solicitation. <p>The committee is scheduled to meet on Friday, May 6th to discuss the preliminary budget for fiscal year 2016/2017.</p>
Membership Compliance Issues	<p>T. Killian led discussion of membership compliance issues; specifically, an effort to "grandfather in" member institutions that do not meet the council's updated membership bylaws, as well as considering a mechanism to monitor member compliance moving forward.</p>
2015/16 Fiscal Report	<p>T. Killian and D. Poidomani presented the fiscal report and noted the following:</p> <ul style="list-style-type: none"> • Three-quarters of the way through the fiscal year, the reports indicate that the council is on track with budget projections. • Annual Meeting sponsorship funds have been collected and will be used to offset event expenses. • Workshop income has increased due to higher frequency of continuing education events. • The council is still undertaking membership dues collection, with about 5% yet to be collected.
Motion	<p><i>R. Hubsher made a motion to accept and file the fiscal report as presented. Seconded by M. Flad. Motion carried.</i></p>
<p>Planning Committee</p> <ul style="list-style-type: none"> • Plan Of Service • Strategic 	<p>T. Killian led discussion of the Planning Committee updates.</p> <p><u>Plan of Service:</u></p> <ul style="list-style-type: none"> • SENYLRC's Plan of Service was submitted to the state prior to the deadline. <p><u>Strategic Planning Retreat:</u></p>

Planning Update & Retreat	<ul style="list-style-type: none"> • Registration for the upcoming strategic planning retreat is at around 45 attendees. • The retreat agenda and facilitator's plans were reviewed.
49th Annual Meeting, CIA, June 3, 2016	<p>T. Killian led discussion of the 49th Annual Meeting planning process:</p> <ul style="list-style-type: none"> • Registration is open, with a goal of 120 attendees. • Sponsors will have the opportunity to set up tables in the event-space lobby. • Future changes to the Annual Meeting format were discussed, including the possibility of breakout sessions and activities in place of a single keynote for next year's 50th Annual Meeting.
Twila Snead Award for 2016	<p>T. Killian led discussion of the 2016 Twila Snead Award committee's work:</p> <ul style="list-style-type: none"> • This year's winner is Judy Capurso of SUNY Ulster, by virtue of her work revamping the institution's instruction course.
	Informational Items
Director and Staff Reports	<p>T. Killian led discussion on Director and staff reports:</p> <ul style="list-style-type: none"> • SENYLRC is hosting a NYLA focus group on Friday, May 13. • At the upcoming strategic planning retreat there will be mention of two recent council success stories: SENY-Con, our well-attended and well-reviewed member convention; and Jennifer Palmentiero's two presentations at the recent DPLA conference at the Library of Congress in Washington, D.C. • Upcoming continuing education events planned through the spring and fall cover member-requested topics such as marketing and high school-to-college transition. • Member Services Librarian Judy Fischetti and Hospital Library Services Program Manager Alice Graves continue to offer guidance to St. Luke's Cornwall Hospital staff, in the absence of an MLS librarian. • Helen Hayes hospital has posted a position for a part time (four hours per week) MLS librarian. • The SEAL 2.0 training manual is being drafted with the aim of starting up in July. Trustees discussed the training process to come with the new system's rollout, in context of format: webinars, classroom sessions, and "training the trainer" were mentioned as possible methods.
President's Report	<p>In the absence of the President and Vice President, attending officers had nothing specific to bring to the attention of the Board of Trustees at this time.</p>
Reports From Board Members	<p>M. Advocate reported:</p> <ul style="list-style-type: none"> • The Mid-Hudson Library System has a new delivery vendor, having dropped Saturday delivery as a bidding

	<p>requirement since few if any vendors had an interest in bidding with the inclusion of Saturday delivery.</p> <ul style="list-style-type: none"> • April is Car Care Month; ChiltonLibrary offers a series of auto repair eresources, accessible at midhudson.org/eresources. <p>R. Gerald reported:</p> <ul style="list-style-type: none"> • The School Library Systems of New York State are celebrating 35 years of service, with a special session exploring SLS history and past directors planned for the upcoming SSL conference in early May. • A Night of Book Talks is planned across the school and public library systems for Tuesday, May 10th. <p>R. Hubsher reported:</p> <ul style="list-style-type: none"> • Changes to ERATE rules and forms have necessitated a good deal of work behind-the-scenes for RCLS, who undertakes this process on behalf of its members. • RCLS is in the process of instituting a new ticket and asset management system for its technology department, to include remote-patching services to allow relevant software updates at member institutions to be pushed from a central location. The new system will also be able to create a knowledge database from resolved IT support tickets. • RCLS continues its search for a robust Learning Management System (LMS) to provide an engaging remote learning experience (to include video, PowerPoint presentations, lesson-reinforcing quizzes, etc.). An ideal scenario involves an LMS program with sufficient engagement and user-accountability to qualify as a source of continuing education credits for librarians. • National Library Legislative Day is upcoming May 2nd-3rd (ala.org/advocacy/advleg/nlld).
Good of the Order	<ul style="list-style-type: none"> • M. Flad reported on Poughkeepsie Open Studios (poughkeepsieopenstudios.org), a facet of the local cultural revitalization effort by the Mid-Hudson Heritage Center, to be held on Saturday, June 18th. • M.E. Leimer announced her retirement on June 30th after 42 years of service at the Newburgh Enlarged School District.
Adjournment	<i>R. Gerald made a motion to adjourn at 11:32am. Seconded by S. Macaluso. Motion carried.</i>

**signature redacted
for privacy**