



**Southeastern New York Library Resources Council
Minutes of the Board of Trustees Meeting
September 15, 2016**

Board Members Present	Mary Ellen Leimer, Kari Mack (via phone), Laura Streett, Barbara Petruzzelli, Merribeth Advocate, Ellen Rubin, Rebecca Gerald, Charles Thomas, Mary Ann Van Benschoten, Robert Hubsher, Duane A. Watson, A. Floyd Lattin, Stephan J. Macaluso
Board Members Excused	Amy Schuler, Cathy Carl
Representing SENYLRC	T. Killian, Danielle Poidomani (via phone), Judy Fischetti, Zachary Spalding
Call To Order	<i>M.E. Leimer called the meeting to order at 9:35am.</i>
Amend Agenda	T. Killian and M.E. Leimer noted an agenda amendment to discuss the Child Find lease.
Approval Of Minutes/Motion To Approve	The minutes of the July 21, 2016 meeting were presented to the Board of Trustees. <i>F. Lattin made a motion to accept the minutes as presented. Seconded by B. Petruzzelli. Motion carried.</i>
Child Find Lease	T. Killian briefed trustees on a situation regarding Child Find of America, SENYLRC's lower-level tenant. Child Find did not receive a hoped-for grant and as a consequence finds it prudent to reduce its rental space to compensate. Per a grant-funding clause in Child Find's lease, the option to reduce its rental space is available. T. Killian will determine the new rent based on square footage and will take this information to the attorneys to generate a new extension of the lease for 2016-18.
Motion	<i>R. Hubsher made a motion to renew the Child Find lease at the agreed-upon lower rate. Seconded by E. Rubin. Motion carried.</i>

New/Old Business	
Executive Committee Report (Regarding SENYLRC Car)	T. Killian led discussion of the recent Executive Committee activity regarding SENYLRC's acquisition of a new, leased car for council use. Trustees were provided minutes for the two committee meetings, the resolution provided to Toyota Financial Services, as well as a brief outline of the lease terms and budget.
Hospital Library Grant Proposal for a Circuit Librarian	T. Killian led discussion on an NN/LM grant application submitted by Alice Graves on behalf of the council's hospital library services program. A. Graves briefed trustees on the nature of the grant request, including which institution expressed interest (Helen

	<p>Hayes Hospital), which librarian she has tapped to function as the circuit librarian, and the next steps (a meeting with the COO and CEO of Helen Hayes). To be discussed with Helen Hayes administration: would the institution be willing to pick up the program costs after the grant period, and, what would a successful outcome of the program look like to them. Trustees discussed the Hospital Library Services Program requirements in the context of this program (as an opportunity for hospitals with no librarian to better comply with the HLSP prerequisites). Also discussed was SENYLRC's obligation to provide staff to its member hospitals—it was determined that such an offering would fall under the council's mandate to offer "support." The precedent set by similar programs underway at other ESLN councils continues to provide guidance to SENYLRC's development of this program. M.E. Leimer requests that this item reappear on future agendas to keep the board up to date on its progress.</p>
Motion	<p><i>R. Hubsher made a motion to endorse the submission of the NN/LM grant application. Seconded by M.A. Van Benschoten. Motion carried.</i></p>
2016/17 Fiscal Report	<p>T. Killian and D. Poidomani presented the fiscal report. Trustees received clarification on a few figures and it was noted that the council's auditors will arrive in October for their annual field work review.</p>
Motion	<p><i>R. Hubsher made a motion to accept and file the fiscal report as presented. Seconded by F. Lattin. Motion carried.</i></p>
2015/16 Annual Report to Division of Library Development	<p>T. Killian led discussion on the 2015/16 Annual Report to Division of Library Development, the focus of which is the final year in the council's current Plan of Service, and which requires board approval prior to submission. R. Gerald noted a typo in the BOCES address: to be "5" BOCES Road, not "4."</p>
Motion	<p><i>R. Hubsher made a motion to accept the 15/16 Annual Report to DLD with the noted change. Seconded by M. Advocate. Motion carried.</i></p>
Establish an Annual Meeting Subcommittee	<p>M.E. Leimer led discussion of the council's upcoming 50th year and annual meeting. Trustees were asked to volunteer if interested in participating in an Annual Meeting Subcommittee to plan a strategy to celebrate this milestone. Volunteers include: E. Rubin, M.E. Leimer, T. Killian, C. Thomas, C.B. Gluda (SENYLRC staff), Lynn Miller (former trustee). T. Killian will receive any further volunteers or recommendations over the next week. Trustees were reminded that the 50th Annual Meeting is scheduled for Friday, June 2nd 2017.</p>
SEAL Update and Presentation	<p>Judy Fischetti, SENYLRC's Member Services Librarian, and Zachary Spalding, SENYLRC's Systems Manager, gave a presentation on the updated SEAL 2.0 system. Trustees were</p>

	<p>briefed on the new system's rollout (239 registered users thus far), recent training classes (a combined 8 webinars and in-person classes to date), and member feedback (all positive!). As well, trustees were given a virtual tour of the new SEAL website and were shown the steps members take when utilizing the service.</p>
	<p>Informational Items</p>
<p>Director and Staff Reports</p>	<p>T. Killian led discussion on Director and staff reports, including the following:</p> <ul style="list-style-type: none"> • T. Killian and board Treasurer A. Schuler will attend "Camp Finance," with a Dyson grant providing 80% of A. Schuler's registration fee, on 10/6-7. • T. Killian's site visits, including meeting with the new Director at Marist. • SENYLC held a social event to celebrate the Hudson River Valley Heritage program's 10th anniversary. The event was well-attended by founding members of HRVH as well as current participants. Attendees viewed a slideshow retrospective of the program's origins, presented by program head J. Palmentiero. • T. Killian and council Office Manager M. Siegel continue their records retention and disposal efforts, and plan to present a wealth of to-be-shredded documents to the council's auditors next month for a final go-ahead. • A. Graves continues her work on the NN/LM grant details. • Z. Spalding, in addition to developing the SEAL 2.0 system, has been in process of migrating files to cloud backup. He's also developing a backup server pilot program. • The Coordinated Collection Development Program (CCDA) is underway for this fiscal year; T. Killian and M. Siegel review incoming applications and send them to the state. • Trustees were presented the 2016-17 Advisory Committee rosters. • Trustees discussed the future of the Technology and Review Action Committee (TRAC), now that the committee has completed its charge. As this committee is not mandated, it is optional based on the council's needs. It was suggested that the committee be dissolved until such a time as a technology concern arises that would require attention.
<p>Motion</p>	<p><i>R. Hubsher made a motion to approve committee rosters for Financial Year 2016-17. Seconded by B. Petruzzelli. Motion carried.</i></p>
<p>Strategic Planning Update</p>	<p>T. Killian led discussion of the staff's progress on Strategic Plan goals. Trustees were provided an updated copy of the action plan/timeline and discussed various items, including SENYLRC's</p>

	membership structure in comparison with other ESLN councils, efforts to increase awareness of council services (such as social media and events like the HRVH anniversary celebration), and meeting member needs by moving some events off-site for geographic convenience.
President's Report	M.E. Leimer recognized the historic appointment of Dr. Carla Hayden as the 14 th Librarian of Congress, the first African American woman to ever hold that position.
Reports From Board Members	<ul style="list-style-type: none"> • R. Hubsher reported that RCLS will offer Rosetta Stone language learning software to all its libraries, likely starting by 11/1. • R. Gerald reminded trustees of the Fall Into Books event to take place 10/28 and informed trustees that next year's program will feature Kwame Alexander, Newbery Award winner. • M. Advocate informed trustees of Arts Mid-Hudson grant opportunities. Also noted MHLS's upcoming 57th Annual Meeting. • M.A. Van Benschoten shared news of a new library space in Orange Regional Medical Center, included within the medical education center.
Good of the Order	<ul style="list-style-type: none"> • C. Thomas reports on Newburgh Free Library's partnership with Arts Mid-Hudson to do their "Art Start" program in conjunction with the school district's popular summer lunch program. • B. Petruzzelli informed trustees that Mount St. Mary College has acquired copies of the St. John's Bible (as featured at SENYLRC's 2015 Annual Meeting) for permanent display, with volumes to arrive periodically until the full set is in place.
Adjournment	<i>B. Petruzzelli made a motion to adjourn at 11:59am. Seconded by C. Thomas. Motion carried.</i>


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