

**Northern New York Library Network
Board of Trustees Meeting
April 14, 2016
Potsdam, New York**

The April 14, 2016 meeting of the Northern New York Library Network Board of Trustees was called to order at 10:00 A.M.

Trustees Present: Karie Doelger, President; Mike Beccaria, Secretary; Marianne Hebert, Treasurer; Peter Benson; Steve Bolton; Tom Lawrence; Debra Kimok; Sue Longshore; Jackie Madison; Brian O'Connor; Barbara Shaffer; Jane Subramanian and Michelle Young.

Trustees Absent: Julie Wever.

Staff Present: John Hammond and Phil Jones.

Agenda

Motion 15/16--18: Jane Subramanian (Marianne Hebert) moved to approve the agenda as distributed. Carried unanimously.

Minutes

Motion 15/16--19: Steve Bolton (Mike Beccaria) moved to approve the minutes of the February 24, 2016 meeting as distributed. Carried unanimously.

Financial Reports

Financial Statements

The Board reviewed and discussed the financial statements for January 2016, February 2016 and March 2016. Staff responded to a number of general questions posed by Board members regarding the monthly statements.

Motion 15/16--20: Mike Beccaria (Marianne Hebert) moved to accept the financial statements for January 2016, February 2016 and March 2016 as distributed. Carried unanimously.

Committee Reports

Northern New York Resources Corporation

The Board reviewed and discussed the NNYRC Board of Directors January 28, 2016 meeting minutes. A meeting of the NNYRC board follows this meeting, all NNYLN board members are invited to attend.

Budget/Personnel Committee

The Board reviewed and discussed the Budget/Personnel Committee recommendations as outlined in their March 24, 2016 Meeting Minutes, Operating Budget, Five Year Projections and Salary Schedule. The Committee also recommends several revisions to the Personnel Manual.

Motion 15/16--21: Board members voted unanimously to accept the recommendations of the Budget Personnel Committee concerning the Operating Budget, salaries and Five Year Projections. Carried unanimously.

Motion 15/16--22: Board members voted unanimously to accept the recommendations of the Budget Personnel Committee concerning the Personnel Manual as amended. Carried unanimously.

Executive Directors Report

John Hammond noted that his written report was included in the Board packets. Highlights of ongoing issues include:

The [NYS Historic Newspapers](#) website received over 1.1 million page views during the month of March. The navigation-by-county map now has at least one newspaper from each county in the state. Institutions that have contributed include the NYSL, Adirondack Museum, the New York Public Library (via the Library of Congress), SUNY Oswego, and NYU.

The NNYLN Digitization Center is available for use by all educational, library, and cultural institutions at no charge.

The existing [ICEPAC/ICICILL](#) platform continues to provide a cost-effective means for regional resource sharing. The focus group, tasked with upgrading the product, continues to look for a replacement platform that is economical and will offer enhanced features.

NNYLN's Annual Report to the State Education Department was recently approved, the report was submitted online last September. The Plan of Service was submitted online to the State Library prior to the April 1, 2016 deadline.

The lease on the building at 7 Commerce Lane was renewed for one year with no increase in rent. CSEA was not willing to increase its payment at this time, as it was concerned about the Supreme Court's review of non-union member payments in lieu of dues. Staff will revisit the lease next year.

Staff have undertaken the overhaul the NNYLN.org website. The new website will have a standardized style sheet, and a more modern approach. A new logo is also in the works.

Samaritan Medical Center has agreed to continue its role as the regional hub for our Hospital Library Services Program and North Country Circuit Rider Program. Jeff Garvey, Hospital Librarian, should be credited for his long service on NNYLN's behalf and for overseeing this important program.

An Archives and Special Collections conference is scheduled for June 17 in Watertown, location and time to be announced.

Researching the Empire State Writing Competition, sponsored by ESLN, closes April 15, 2016. The winner will have their work presented at the New York Archives Conference at SUNY Plattsburgh June 8th to 10th.

Member libraries are encouraged to submit names for Outstanding Student Workers. NNYLN will provide a framed certificate and a \$25 gift card for the library to present to the awardee.

NNYLN's 51st Annual Meeting will be held at the Crowne Plaza Lake Placid May 26, 2016. Those board members present agreed the board meeting would start at 8:00 A.M. The conference keynote speaker Jeff Mixter OCLC Research Division will begin at 9:30 A.M. Board members who wish to stay the night before the meeting should let Phil know; staff will take care of accommodations and billing.

The NYS Budget was passed April 4, 2016. The Governor and the Legislature agreed to a 4.3% increase in state library aid, a 35% increase (\$5 million) in state library construction aid and \$1.3 million in MTA Payroll Tax reimbursements. Going forward, public libraries and public library systems will be exempt from the MTA Payroll Tax.

To comply with requirements from the State Library, NNYLN will add one more board meeting to the fiscal year. Those board members present agreed to a conference call on June 21, 2016 at 10:00 A.M.

Next Meetings

- May 26, 2016 Thursday 8:00 A.M. – Board Meeting & Annual Meeting, Crowne Plaza Lake Placid NY
- June 21, 2016 Tuesday 10:00 A.M. – Conference Call (*New meeting*)

Adjournment

The meeting was adjourned at 11:37 A.M.

The April 14, 2016 meeting minutes were approved at the May 26, 2016 meeting.

∞ **Next Board Meeting & 51st Annual Meeting** ∞
May 26, 2016, 8:00 AM
Crowne Plaza Lake Placid NY