

**Northern New York Library Network
Board of Trustees Meeting
May 17, 2018
Saranac Lake, New York**

The May 17, 2018 meeting of the Northern New York Library Network Board of Trustees was called to order at 8:04 A.M. at the Hotel Saranac, Saranac Lake, New York.

Trustees Present: Michelle Young, President; Mike Beccaria, Vice-President; Debra Kimok, Secretary; Sue Longshore, Treasurer; Peter Benson; Michelle Bishop; Steve Bolton; Tom Lawrence; Jackie Madison; Brian O'Connor and Jane Subramanian.

Trustees Absent: Michelle Currier and Ewa Jankowska.

Staff Present: Meg Backus and Phil Jones.

Agenda

Motion 17/18--31: Mike Beccaria (Debra Kimok) moved to approve the agenda as distributed. Carried unanimously.

Minutes

Motion 17/18--32: Jane Subramanian (Tom Lawrence) moved to approve the minutes of the April 12, 2018 meeting as distributed. Carried unanimously.

Financial Reports

Financial Statements

The Board reviewed and discussed the financial statements for April 2018. Staff responded to a number of general questions posed by Board members regarding the monthly statements.

Motion 17/18--33: Steve Bolton (Jackie Madison) moved to accept the financial statements for April 2018 as distributed. Carried unanimously.

Committee Reports

Automation Committee

The Board reviewed and discussed the April 3, 2018 Automation Committee meeting minutes. The terms for several members of the Automation Committee expire on June 30, 2018. Three nominations were submitted for the Board's consideration.

Motion 17/18--34: Mike Beccaria (Jackie Madison) moved to appoint the following three nominees to the Automation Committee:

Glen Bogardus, SUNY Potsdam & SUNY Canton
Emily Hastings, Canton Free Library
Natalie Panshin, St Lawrence-Lewis School Library System
Carried unanimously.

Nominating Committee

On June 30, 2018 the terms for Mike Beccaria, Pete Benson, Steve Bolton and Jane Subramanian expire. An additional slot is also vacant due to the resignation of Karie Doelger. In April the committee prepared and mailed a ballot to each NNYLN member. Elected to five-year terms on the board of trustees are: Susan Mitchell, North Country Library System; Andrew Kelly, Paul Smiths College; Ginger Tebo, St Lawrence-Lewis School Library System; Ivy Gocker, Adirondack Experience and Jeff Garvey, Samaritan Medical Center (retired).

The committee called for volunteers to serve as NNYLN officers.

Motion 17/18--35: Mike Beccaria (Jackie Madison) moved to approve the 2018-2019 NNYLN slate of officers: President, Michelle Young; Vice-President, Tom Lawrence; Secretary, Debra Kimok and Treasurer, Sue Longshore. Carried unanimously.

The committee called for volunteers to serve on the Northern New York Resources Corporation Board of Directors. Debra Kimok, Tom Lawrence, Sue Longshore, Jackie Madison and Michelle Young indicated they would be willing to serve on the board.

Motion 17/18--36: Mike Beccaria (Debra Kimok) moved to approve the 2018-2019 Northern New York Resource Corporation Board of Directors: Debra Kimok, Tom Lawrence, Sue Longshore, Jackie Madison and Michelle Young. Carried unanimously.

Meg Backus thanked out-going Board members for their hard work and dedication.

Executive Directors Report

Meg Backus noted that her written report was included in the Board packets. Highlights of ongoing issues include:

The Empire State Library Network Directors met in May to discuss a number of issues: Regional Bibliographic Data Base guideline revisions, Empire State Digital Network sustainability updates, Empire State Library Network Strategic Plan; an Empire Library Delivery update and Empire State Library Network personnel policies.

The DueNorth working group has held several meetings with the developers and members to address issues regarding communication and an issue with CEFLS's ILS not displaying correctly.

AskUs 24/7 and OverDrive services are being reviewed and evaluated for the upcoming year.

Technology Service Improvement grant recipients have been reminded to submit their reimbursement claims by June 15th.

Meg indicated she would be visiting member libraries over the course of the summer.

The St. Lawrence County Board of Elections have indicated they would like use the NNYLN office building as the Potsdam district 1 and 2 polling place for elections. They would deliver voting machines the day prior to the election, and pick them up late the next night after polls close. On voting day, they would need access to the building from 5:00 AM to approximately 11 pm. They would use the meeting room and the bathrooms. Other sites often provide a key to an election official and the poll-site does not typically staff the event with their own personnel--election workers manage the space. The majority of those board members present agreed to decline the Board of Elections request to use the Network Office as a polling location.

On April 19, 2018 the NNYLN Board President Michelle Young working with Steve Bolton and Phil Jones, and in consultation with Sherry Ferguson our auditing firm, has ascertained that the Mac Book used by Executive Director John Hammond is valued at \$359.00 on last year's audit, having a future value of \$0.00 at our next audit. The Board President would like to offer John his computer as a parting gift. An online ballot via Google Forms was posted on April 19, 2018 with an end date of April 24, 2018. Eleven board members voted to endorse the motion and two did not vote. Motion Carried.

Next Meeting

June 21, 2018 Thursday 10:00 A.M. – Zoom video conference (a link will be included in the board packet).

Adjournment

The Board meeting was adjourned at 9:01 A.M.

The May 17, 2018 meeting minutes were approved at the June 21, 2018 meeting.

☞ **Next Board Meeting** ☞

June 21, 2018, Thursday, 10:00 A.M.

Zoom video conference