

**Northern New York Library Network  
Board of Trustees Meeting  
September 22, 2016  
Potsdam, New York**

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The September 22, 2016 meeting of the Northern New York Library Network Board of Trustees was called to order at 10:10 A.M. at the Network office building in Potsdam, New York.

Trustees Present:      Karie Doelger, President; Julie Wever, Vice-President; Sue Longshore, Treasurer; Peter Benson; Steve Bolton; Debra Kimok; Tom Lawrence; Jackie Madison; Mike Paxton; Jane Subramanian and Michelle Young.

Trustees Absent:      Mike Beccaria, Michelle Currier and Brian O'Connor.

Staff Present:          John Hammond and Phil Jones.

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Karie Doelger welcomed a new board member and requested those present to introduce themselves.

**Agenda**

**Motion 16/17--01:**    Tom Lawrence (Michelle Young) moved to approve the agenda as distributed. Carried unanimously.

**Minutes**

**Motion 16/17--02:**    Jane Subramanian (Julie Wever) moved to approve the minutes of the June 21, 2016 meeting as distributed. Carried unanimously.

**Financial Reports**

The Board reviewed and discussed the financial statements for June 2016, July 2016 and August 2016. Staff responded to a number of general questions posed by Board members regarding the monthly statements. State Aid for all Network grant funded programs has been received as of August 9<sup>th</sup>.

**Motion 16/17--03:**    Michelle Young (Jackie Madison) moved to accept the financial statements for June 2016, July 2016 and August 2016 as distributed. Carried unanimously.

## Committee Reports

### *Northern New York Resources Corporation*

The Board reviewed and discussed the July 21, 2016 NNYRC Board of Directors meeting minutes. Steve Bolton noted Don Simmons, the portfolio manager, has recommended moving from a conservative 50%/50% stock to bond ratio to a 60%/40% ratio.

New officers are: Steve Bolton, President; Julie Wever, Vice-President; Mike Beccaria, Secretary and Sue Longshore, Treasurer. A Board of Directors meeting is scheduled to follow the NNYLN board meeting on November 17, 2106. All NNYLN board members are invited to attend.

### *Bylaws*

The Board reviewed and discussed the Bylaws of The Northern New York Library Network. The proposed bylaws merge the Trustee bylaws and Member bylaws, set a range for the number of board members, implement mail ballots and assign the membership fee schedule to the Board of Trustees.

**Motion 16/17--04:** Jackie Madison (Jane Subramanian) moved to endorse the revised Bylaws of The Northern New York Library Network as distributed. Carried unanimously.

### *Executive Director's Report*

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

The NNYLN Digitization Center is available to all educational, library, and cultural institutions at no charge. Recently, an individual from Rensselaer County reserved the map scanner for several days in October.

In August, the New York State Historical Newspaper website reached six million pages; the site typically has one million page-views per month.

Six applications were received for the Technology Innovation and Digitization Grants.

The ICEPAC/ICICILL Task Group continues to look at alternative platforms that will provide a cost-effective means for regional resource sharing.

The *Watertown Daily Times* online subscription has been renewed; the *Plattsburgh Press Republican* has been added as a one-year trial subscription. EBSCO/Omnifile and OCLC/WorldCat have been renewed. We renewed OCLC/WorldShare for eighteen small libraries that want greater resource sharing access but do not have a need for a full OCLC subscription; this is the year we will reassess this program to determine how many of those 18 are still in need of this service. The subscription to [lynda.com](http://lynda.com), the online technology training service, has been renewed.

Online applications for the NYS Coordinated Collection Development Grant are now available.

The Network has been awarded \$5,000 in bullet aid from Patty Ritchie.

A new Network website is currently under construction and a new logo is in the works.

We continue to interview candidates for the Regional Services Librarian position.

Empire State Library Network has committed to sponsoring another writing contest next year.

The Network's Annual Fall Conference will be held October 14, 2016 at the Malone County Club. Those awarded Professional Development Grants and Technology Service Improvement Grants will give short presentations, followed by a hands on demonstration of the Google Virtual Reality project, and concluding with a discussion on the High School-to-College project.

Professional Development Grants were recently awarded to Margo Shepard (NCLS) for accounting classes, Mary Cabral (Clarkson) for the NYLA Annual Conference, and to Emily Mitchell (SUNY Oswego) for a library diversity conference. A Training-on-Demand Grant of \$1,000 was awarded to the CEF Library System for NYLA's Library Assistants Training program. The Network was a co-sponsor of the SUNY Assessment Conference in Plattsburg.

The New York Library Association and library advocates statewide are currently discussing messaging strategies in preparation for the 2017-2018 state budget. Developing consistent messaging is the goal for the next budget year. The foremost message being advanced is that Libraries are Education, and that library aid should be budgeted at the amount established by statute (\$102 million).

This past summer we noticed the roof shingles are crumbling in spots, and coming off in other areas. Since the roof is only fifteen years old and still under warranty, we have asked the contractor and architect to investigate any financial relief that the manufacturer can provide. In August, we replaced one of four air conditioning compressors and our HVAC contractor is currently reviewing our heating system to look for possible economies.

### **New Business**

#### *Annual State Report for Library Systems 2015*

The Board reviewed and discussed the Network's Annual Report for Library Systems 2015. Michelle Young noted there was a typo in the zip code for Clarkson University.

**Motion 16/17--05:** Jackie Madison (Peter Benson) moved to approve the Northern New York Library Network's Annual Report for Library Systems 2015 as amended. Carried unanimously.

*Technology Service Improvement Grants*

A panel of three impartial individuals reviewed and ranked the Technology Service Improvements grant proposals. Award recommendations are:

- Massena Public Library - \$3,987
- Thousand Island Arts Center - \$9,608
- Ticonderoga Historical Society - \$10,000
- Crumb Library SUNY Potsdam - \$9,600
- Canton Free Library - \$4,950
- Feinberg Library SUNY Plattsburgh - \$10,000

Individual grants to six libraries total \$48,145.

**Motion 16/17--06:** Tom Lawrence (Michelle Young) moved to approve the Technology Service Improvements grants to the 6 libraries as proposed. Motion carried. Debra Kimok abstained.

**2016-17 Meeting Dates**

The majority of Board members present agreed to the following meeting schedule:

- November 17, 2016 Thursday 10:00 A.M. Network Office Potsdam NY
  - February 23, 2017 Thursday 10:00 A.M. Conference Call
  - April 13, 2017 Thursday 10:00 A.M. Network Office Potsdam NY
  - May 2017 (Annual Meeting) – date, time and location to be announced
  - June 22, 2017 Thursday 10:00 A.M. Conference Call
- Adjournment

The Board meeting was adjourned at 11:12 A.M.

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**The September 22, 2016 meeting minutes were approved at the November 17, 2016 meeting.**

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☞ **Next Board Meeting** ☞

**November 17, 2016 10:00 A.M.**

**Network Offices Potsdam NY**