

**Northern New York Library Network
Board of Trustees Meeting
November 17, 2016
Potsdam, New York**

The November 17, 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; Mike Beccaria, Secretary; Sue Longshore, Treasurer; Peter Benson; Steve Bolton; Michelle Currier; Debra Kimok; Jackie Madison; Brian O'Connor; Mike Paxton; Jane Subramanian and Michelle Young.

Trustees Absent: Tom Lawrence and Julie Wever.

Staff Present: John Hammond and Phil Jones.

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

Agenda

Motion 16/17--07: Mike Beccaria (Jane Subramanian) moved to approve the agenda with the addition of Proposal for External Audit Services under New Business. Carried unanimously.

Minutes

Motion 16/17--08: Jane Subramanian (Michelle Young) moved to approve the minutes of the September 22, 2016 meeting as distributed. Carried unanimously.

Financial Reports

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

Motion 16/17--09: Jackie Madison (Michelle Young) moved to accept the financial statements for September 2016 and October 2016 as distributed. Carried unanimously.

Committee Reports

Northern New York Resources Corporation

The meeting scheduled to follow the NNYLN meeting has been cancelled and will be re-scheduled for early December 2016.

Automation Committee

The Board reviewed and discussed the Automation Committee's November 7, 2016 meeting minutes which included the RBDB proposed budget for the year 2017. The Committee agreed to fund program projects consisting of Scanning/Digitization, Personnel, OCLC Group Access, Continuing Education, Databases and ICEPAC/ICICILL/DVD.

Motion 16/17--10: Steve Bolton (Jackie Madison) moved to approve the application and proposed budget for the Regional Bibliographic Database program year 2017. Carried unanimously

Bylaws

The proposed revisions to the Members and Trustee Bylaws were unanimously approved at the October 14, 2016 meeting of the Northern New York Library Network Members.

Executive Director's Report

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

The [NYS Historic Newspapers website](#) reached the 6.3 million pages mark in September, and visitors' sessions have increased 57% since last September. Three other 3Rs councils have provided microfilm that will be digitized by Network staff on a fee basis, the income from the fees will be used to offset project salaries.

Network staff have overseen a re-description of our metadata by the New York Heritage staff. This is being done as part of the New York Heritage site rebuild. The new site reveal has been moved back to the end of 2016.

The NNYLN Digitization Center remains available for use by all educational, library, and cultural institutions at no charge. Instruction and assistance is available by appointment. We have an individual from Rensselaer County currently scanning historical newspapers on our map scanner.

All of the Coordinated Collection Development Grant applications for academic libraries have been approved, and funds are being paid out by the state.

Network staff have been rebuilding the nnyln.org web site and expect to go live at the end of the month.

Eight hospitals in the Network's region are currently participating in the North Country Medical Circuit Rider Program. Using NYS Hospital Library Services Program grant funds and hospital fees collected from participating libraries, the Network contracts with Samaritan Medical Center to administer and staff the program. All participating hospital libraries are staying current in their fees. The Coordinator of the program, Jeff Garvey has informed us he will be retiring in April 2017.

The Executive Branch has already begun working on the 2017-18 state budget; we continued the partnership with other library systems in the state to hire a lobbying firm, and continue to work closely with the New York Library Association to develop consistent messaging, the foremost of which is that Libraries are Education, and that library aid should be budgeted at the amount established by statute (\$102 million).

We are awaiting word from the manufacturer with regard to the failing roof shingles.

Because electric power in the area has been inconsistent over the last few years, we are installing a generator to maintain power to the servers and the HVAC that serves the room.

The vacant Regional Services Librarian position is on hold until Spring 2017, we have offered the position to two individuals who accepted other offers.

New Business

Plan of Development 2017-2020

The Board reviewed and discussed the Status Report and Plan Update Northern New York Library Network Plan of Development, 2017-2020.

Motion 16/17--11: Mike Paxton (Jane Subramanian) moved to approve the Status Report and Plan Update Northern New York Library Network Plan of Development 2017-2020 as presented. Carried unanimously.

Proposal for External Audit Services

The Board reviewed and discussed the three-year Proposal for External Services submitted by Furgison & Co., CPA, P.C.

Motion 16/17--12: Michelle Young (Jackie Madison) moved to approve the three-year Proposal for External Services submitted by Furgison & Co., CPA, P.C.

2016-17 Meeting Dates

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

February 23, 2017 Thursday 10:00 A.M. Conference Call
April 13, 2017 Thursday 10:00 A.M. Network Office Potsdam NY
May 17, 2017 Wednesday (Board Meeting and Annual Meeting)

– 1000 Islands Harbor Hotel Clayton, NY (time to be announced)
June 22, 2017 Thursday 10:00 A.M. Conference Call

Adjournment

The Board meeting was adjourned at 11:35 A.M.

The November 17, 2016 meeting minutes were approved at the February 23, 2017 meeting.

∞ **Next Board Meeting** ∞

February 23, 2017 10:00 A.M.

Conference Call