

DRAFT

Central New York Library Resources Council  
Executive Committee  
December 7, 2011  
3:00 p.m.  
CLRC

Present: Kathy Corcoran (Munson-Williams-Proctor Arts Institute), Member-at-Large (phone); Debby Emerson, CLRC Executive Director; Ron Foster (SUNYIT), Secretary; Déirdre Joyce, CLRC Assistant Director; Pamela McLaughlin (Syracuse University), President (phone); Jeff Wooldridge (Mid-York Library System), Treasurer (phone).

**Action Items**

- Submit to the Board the financial reports and check register
- Submit to the Board proposed prices for new membership categories
- Submit to the Board that a floating holiday of one day be awarded to the staff this year

**Pamela called the meeting to order at 3:02.**

- **Minutes of September 21, 2011 Meeting**
  - The minutes were approved as presented. M(Wooldridge)/S/Approved unanimously.
- **Financial Reports ending October 31, 2011**
  - Motion to accept and submit to the Board the financial reports and check register. M(Wooldridge)/Approved unanimously.
- **Executive Director's Report**
  - Debby has been working on a lot of items, including the legislative breakfasts and the 3R's projects, e.g., the state-wide delivery project, called Empire Library Delivery. Motion to accept the Executive Director's report. M(Wooldridge)/S/Approved unanimously.

**Unfinished Business:**

- **Annual meeting recap**
  - Stephen Abram was a delightful speaker, exactly as we expected. We got a lot of positive feedback on the Zoo as a venue. Debby is open to suggestions for the future.
- **State funding update**
  - We have yet to receive one-third of our funding for the fiscal year. We have not received our RBDB funds, which run by calendar year and end this month. We have also not received funds for the Hospital Library Service Program, which runs through an April to March year. We have been continuing activities in good faith. During the recent 3R's phone call, the New York State Library (NYSL) representative explained the complex process by which the New York State Division of Budget releases funds. The NYSL has heard there is a new certificate, so funds may be released soon. This timetable is not unusual, e.g., 2010 RBDB funds came in in March 2011. The only action we have not done is release RBDB awards to member libraries. We have not made a \$10,000 payment to OCPL for the 2011 grant year, but we will when we can; OCPL is aware of this situation.

Debby met with Senator Valesky and some library people. The purpose of the meeting was to ask his advice regarding what libraries can do to improve the funding release schedule. He said that nothing will improve while New York State's economy is so bad.

## DRAFT

- **Status of office space**

- We had made all the preparations to move next door into a space with 900 more square feet and a more convenient and attractive layout. However, given the current financial situation, it is not prudent to take on that responsibility, so the move is on hold. We are looking at staying where we are; the current lease expires at the end of our fiscal year.

- **RBDB member grants**

- Just completed the 2012 member applications. Without the Wilson Select database, there is more money, which we used to increase the amounts given out in grants. LRS has reviewed the applications and made their recommendations. Because of some conflicts of interest, Debby asked an external group of members of other councils to act as an outside review panel. They will meet Monday. The total requested was under the total available for grants. Again, applicants understand that the release of funds is contingent upon us receiving them from the state. There is an issue posting the applications to the open Web; we tried this so as to ease communication and access, but since one of the applications included salary information, it was decided next year we may post the information in a password-protected area.

- **Prices for new membership categories**

- At the Annual Membership Meeting, the membership approved two new membership categories: Heritage and Personal. Debby is proposing that the Heritage membership rate be \$40 per year and the Personal membership rate be \$25 per year. Motion was made to move this action to the Board. M(Foster)/S/Approved unanimously.

### **New Business:**

- **Legislative breakfast**

- The breakfast was held at the Frank J. Basloe Library in Herkimer, and it was very well attended. There was a new format: the event was scheduled for 8:30-10 am, with the first half-hour for refreshments and mingling and the remaining time for speed meetings. Debby called the group to order at 9 am and made some brief remarks. Each legislator had a table, and quick conversations were encouraged. People were still engaged at 10:10; the legislators stayed after and everyone seemed to enjoy the experience and the format. There were three student secretaries from Syracuse University's School of Information Studies. Our three winning advocacy videos were on display. The governor's Utica-area representative, Sonny Greco, sat at a large table, which was fully occupied by a steady stream of people. Mr. Greco was the last person to leave and he thanked us after the event. We hope our concerns are transmitted up to the governor. The Syracuse-area breakfast is this Friday, and we have more attendees registered.

- **Holiday hours**

- The employee manual allows two days off for Christmas and two days off for New Year's. Staff plan on using those days on Monday and Tuesday (December 26 and 27) and Thursday and Friday (December 29 and 30). Motion was made to recommend to the Board that this year a floating holiday of one day be awarded to the staff to be used on Wednesday, December 28th. If this recommendation is approved, CLRC will be closed for one week during the holiday season. M(Wooldridge)/S/Approved unanimously.

- **Approval of Board Agenda**

- A motion was made to approve the agenda of next week's Board meeting. M(Foster)/S/Approved unanimously.

DRAFT

- **Adjournment**

- The meeting was adjourned at 3:54. M(Foster)/S/Approved unanimously.

Respectfully submitted,

Ron Foster,  
Secretary  
SUNYIT