



CLRC Board Meeting Meeting Agenda & Minutes

1:00 pm May 20, 2021

Agenda

- Welcome
- Minutes from March 25 - page 2
- Financials through April 30, 2021
- Recovery Grants
- Lease Update
- Directors Report
- Adjournment

Minutes from March 25 2021 CLRC Board Meeting

Attendees: Marc Wildman, Nancy Howe, Shay Foley, Kathryn Smith, Travis Olivera, Mandy Travis, Kathleen Salsbury, Allie Comes, Jim Teliha, Christian Zabriskie, April Bliss, Scott Warren, Matthew Smith

Joined by Ryan Perry

Excused: Courtney Asztalos, Inga Barnello

Meeting called to order at 1:02PM

Access and Digitization Grants - Ryan Perry

Review of grant applications presented with committee and reviewer notes.

Motion to approve the RBSB grants was made (Scott Warren/Kathleen Salsbury/Approved)

Motion to approve the minutes from February 25 (Travis Olivera/Christian Zabriskie/Approved)

Financials through February 2021

CC detail: 3 separate bills for Adobe: program cannot be shared and must be individually installed on each computer.

Budget v actual: no bookkeeping fees as Fran is handling this and coordinating with Dannible & McKee; redirected funding to Hospital libraries

Draft Budget: based on what we actually received this year to be cautious

Executive committee approved a 4% increase in salaries; budgeted more for staff who may add family to insurance plan

Unemployment insurance increase because we had a claim last year

Increasing CE budget in anticipation of bringing in speakers, resuming in-person training

RBDB: added additional PT DigLab position, reduced hours for other PT position

Heath@CLRC: may negotiate this amount down

Some shortages will be covered by leftover funding carried over from this year

Budget needs to be voted on at the next meeting.

Recovery Grants - \$100,000

Christian and Travis worked on application form, will fund up to \$5,000 to libraries financially impacted by the pandemic. Suggest that we allocated \$100,000.

Intended to be flexible so that libraries can use it to respond to whatever their crisis is.

Motion to approve the \$100,000 allocation for CLRC 2021 recovery grants was made (Christian Zabriskie/Travis Olivera/Approved)

Timeline: post application for 6 weeks, LRS committee can be for disbursal by July 1.

Plan of Service Approval (Sent Separately)

Due to the State April 1, will add some sub-goals for internal use only.

State usually has corrections/questions.

Motion to approve the plan of service was made (Mandy Travis/Scott Warren/Approved)

Directors Report

Working on finishing the plan of service and budget

Anna has been working on clearing up the email distribution lists.

State Library is receiving \$6.2 million in Covid relief funds, hoping for more information on how that will be distributed.

Motion to adjourn the meeting was made at 1:55PM (Scott Warren/Christian Zabriskie/Approved)