



## CLRC Board Meeting Meeting Agenda & Minutes

2:00 pm March 24, 2022

### Agenda

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- Welcome
- Minutes from February 24, 2022 - page 2
- Access & Digitization Applications
- Financials through February 28, 2022 - (2 pdf files attached)
  - BOD Financials - Deposit Detail, Check Register, Credit Card Detail expanded with ARPA expense detail, Balance Sheet, ARPA Project expenses
  - Budget vs Actual through February 28, 2022
- Finance Committee Motion About Investment Income
- 2 Memos about personnel matters
- FY2223 Budget Draft
- Director's Report
- Adjournment

Minutes from February 24 2022 CLRC Board Meeting

Attendance: Marc Wildman, Nancy Howe, Kathryn Smith, Allison Comes, Travis Olivera, Jim Teliha, Mandy Travis, Abigail Smith, Matthew Smith, Shay Foley, Courtney Asztalos, Jieun Yeon, Inga Barnello, Becky Maguire

Absent: Kathleen Salsbury, Scott Warren, Sarah Shute

Meeting called to order at 2:02AM.

Welcome to new member Jieun Yeon from the Syracuse iSchool. Jieun is serving a one year student term with the CLRC Board.

Motion to accept Jieun Yeon as a member of the CLRC Board (Jim Teliha/Nancy Howe/Accepted)

Motion to approve the minutes from December 16 (Mandy Travis/Becky Maguire/Accepted)

Financials through January 31, 2022 - (2 pdf files attached)

BOD Financials, Deposit Detail

Check Register: includes payment for some larger expenditures for ARPA projects that will be reimbursed once the funding is received.

Credit Card Detail, Balance Sheet

Budget vs Actual through January 31, 2022: Will send financials for grants (RBDB, MISP, HLSP)

RBDB is no longer restricted funds.

Motion to accept the financial report (Inga Barnello/Allison Comes/Accepted)

Statement of Activity from Community Foundation:

Made over \$9000+ in interest over the three months we were invested.

Finance committee will decide at their next meeting if they recommend rolling that amount back into what we have invested or pulling it out to include with operating. Amount would cover proposed salary increase if we choose to pull it out.

We have until April to decide, but should have an operating plan for this fund formalized for future decisions.

ARPA Update: Passed and approved by the state; by the time some of these projects are up an running it is time to collect stats for reporting

Anticipate covering about \$15,000 because some aspects of projects can't be approved through ARPA. CLRC will cover that part so projects can be completed.

RBDB Update: Funds are now unrestricted.

Committee received \$90,000 in requests; approved \$70K (some of which includes work done by Ashley and included in her salary).

Asked board (via email) to supplement what is budgeted for these Access & Digitization grants (\$30K) with an additional \$25K to cover projects that were approved by the committee.

We have been spending down funds that were previously restricted, so we won't be going over budget with this change.

Motion to authorize \$25,000 for grant line to be raised to \$55,000 for Access & Digitization projects approved by the committee. (Becky Maguire/Courtney Asztalos/Accepted)

HLSP Member Database Projects: funds are divided between hospitals to supplement databases that they purchase.

Motion to raise line item to \$25,000 (increasing by \$5,000). (Mandy Travis/Abigail Smith/Accepted)

Draft budget update: Budget is approved at board meeting, will have draft for March meeting.

Director's Report: Marc presented his directors report.

ARPA

Budget

Issue with maintenance of effort and coordinated collection development aid for academic libraries that Anna has been working with the library to resolve.

Digital Inclusion Coalition has formed their own group from the original SIG as they grew too complex to remain a special interest group.

LRS committee met to review Access & Digitization grants, the will go to board for March meeting.

Motion to adjourn the meeting at 2:41PM (Accepted).