



D-09-61

**Capital District Library Council
Board of Trustees Meeting**

October 9, 2009

Present: M. Aikey, B. Beverley, D. Booth, M. Donohue, R. Ferraro, E. Geyer, D. Portzer, P. Ritter, L. Trubitt, N. Van Deusen

Ex officio: J. Sheviak, C. Walker, M. Noonan

Absent: P. Baia, S. Dallas, S. Rokos, M. Wood, S. Zappen

President B. Beverley called the meeting to order at 9:31.

1. Board business:

Review of Agenda: There were no changes to the agenda.

Minutes of the September 11, 2009 meeting: A motion to accept the minutes was made by N. Van Deusen, seconded by L. Trubitt. **Motion carried.**

September financial reports: A motion to acknowledge receipt of the September financial reports was made by M. Donohue, seconded by E. Geyer. **Motion carried.** J. Sheviak reported Joe Sherry is still working on revising the financial reports. CDLC has received partial funding for the Documentary Heritage Program.

Ursula Poland: J. Sheviak noted Ursula Poland passed away on October 5. She had served on the CDLC Board of Trustees and remained active in CDLC after her retirement. The Board will send a letter of condolence. R. Ferraro moved to authorize a \$50.00 contribution on behalf of CDLC to Albany Medical College, seconded by L. Trubitt. **Motion carried, with one abstention.**

2. Executive Director Report:

Funding update: CDLC has received the RBDB funding.

Digital Collections: CDLC Digital Collections has 19 collections published. Ilka Morse, the Digital Project Field Trainer, is formulating guidelines for participation. CDLC is now accepting applications on a rolling basis and has received applications from 6 new institutions: Albany Law School Library, Altamont Free Library, Galway Public Library, Maria College, Pember Library, and Saratoga Springs Public Library. The Board approved the creation of a Digital Collections Advisory Committee at its last meeting. If anyone has suggestions for members, please email them to J. Sheviak or S. D'Entremont. A marketing consultant has been hired to create material for the New York Heritage site. A flyer will be created that can be customized for CDLC. C. Walker reported the Digital Collections website is almost complete; she will be updating the website once the consultant's time is up.

Institutional memberships: Institutional memberships have been slower in being returned this year, perhaps in part due to the budget situation in New York.

LSTA funding: There is a possibility of increased LSTA funding next year. J. Sheviak will be attending a meeting next week at the NYLA conference with Bernard Margolis and Carol Ann Desch at which this

may be discussed. The New York Alliance of Library Systems will also be meeting with Bernard Margolis at the NYLA conference on the future of NOVEL.

3. Committee Reports:

Committee on Resource Sharing (CORS): The Field Day is scheduled for May 3, 2010; Bernard Margolis has been confirmed as the keynote speaker. The draft minutes of the September CORS meeting were distributed.

Regional Automation Advisory Committee (RAAC): RAAC will meet on October 29th; the Think Tank Subcommittee will meet on October 21 to discuss the new CaDiLaC Online/WALDO partnership. Geoff Kirkpatrick is the new representative to RAAC from the Upper Hudson Library System.

Resource Development Committee: R. Ferraro reported on the meeting held on October 6th. The Committee discussed the current role of the RDC and if it should be expanded to include providing a vision for CDLC as well as to find financial resources. A gala as a potential fund raising event was discussed, with the Digital Collections being highlighted. Such an event would also serve to raise awareness of CDLC; it might be possible to attract corporate sponsorship from local corporations with historical ties to the region. The board agreed that the Resource Development Committee can continue exploring the idea.

4. Program and Project Reports:

Documentary Heritage Program (DHP): M. Aikey reported the DHP RFP has not yet gone out, but the Division of Budget is in support. October is Archives Month. The annual archives dinner was held October 8th; William Kennedy was the speaker. The DHP will be holding two workshops: Managing Your Historical Photographs (October 20th) and Basics of Archives (November 13th).

Hospital Library Services Program: No report.

5. Old business:

There was no old business.

6. New business:

NYSHEI (New York State Higher Education Initiative): J. Sheviak reported on the NYSHEI sponsored legislation to set up a structure through Empire State Development to establish state-supported licenses for high-end databases. The bill was passed and is waiting for the Governor's signature. There has been some concern that NYLA and NY3Rs were in opposition to the bill, but this is not the case. NYLA believes that any such program should be managed by the State Library. J. Sheviak has more information for anyone needing a better understanding of the NYSHEI bill.

7. Informational Reports/Announcements:

E. Geyer reported on the UNYOC conference held the previous week. The conference was very successful with excellent speakers and a good venue at the Hilton Garden Inn. Information on the programs will be posted on the UNYOC website.

J. Sheviak announced that JCB Specialties will be having an Open House on October 19th at The Century House. Anyone is interested in promotional materials is welcome to attend. They are the company that provides CDLC with materials with the CDLC logo, including shirts.

8. Adjournment:

N. Van Deusen made a motion to adjourn the meeting, seconded by E. Geyer. The meeting was adjourned at 10:40.

ACTION ITEMS

October 9, 2009
CDLC Board of Trustees.

1. Approved the minutes of September 11, 2009, unanimous.
2. Approved a contribution in memory of Ursula Poland: Eight (8) Yes; One (1) abstention.
3. Acknowledged receipt of the September financial report, unanimous.