Capital District Library Council
Board of Trustees Meeting

December 21, 2018

Present: Tim Burke, Jen Cannell, Philip Eppard, Sue Iwanowicz, Elissa Kane, Jacqueline Keleher, J’aime Pfeiffer, Gary Schwartz, Emily Spinner, Eric Trahan, Andrew White

Ex officio: Kathleen Gundrum, Amy Hren

Absent: Alex Gutelius, Frances Maloy, Rebecca Mugridge, Drew Urbanek

President S. Iwanowicz called the meeting to order at 9:38 a.m.

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

Minutes of the October 19, 2018 meeting:
The minutes of the October 19, 2018 were accepted with no corrections.

Report from the Executive Director:

K. Gundrum mentioned that 2019 Regional Collection Grants Application announcement will be going out in January.

K. Gundrum shared that the Scholarly Communications Interest Group applied to host the ACRL Roadshow and should hear back by the end of the month.

K. Gundrum noted that she presented a testimony to the NYS Assembly regarding how libraries can play a role in the 2020 census.

Finance Committee:
T. Burke reported for the Finance Committee. The committee reviewed the October and November 2018 financial reports, and noted that all activity was standard. T. Burke also informed the Board that the Committee interviewed four financial firms, and narrowed it down to one, who will be responsible for the annual Financial Review, a Management Letter, and filing of the 990. Dannible & McKee was approved as the new financial firm for the next three years, on a motion by T. Burke, seconded by J. Pfeiffer. Motion carried.

Personnel Committee:
K. Gundrum noted that the committee plans to meet in January regarding the Employee Handbook.
Nominating Committee:
G. Schwartz noted that an email was sent out regarding questions on term limits.

CORS: Committee on Resource Sharing:
No new business.

RAAC: Regional Automation Advisory Committee:
G. Schwartz reported for RAAC. They met in November and approved the RAAC Charge and Guidelines to be presented to the Board. The RAAC Charge was approved, on a motion by G. Schwartz, seconded by E. Spinner. **Motion carried.**

CCD: Coordinated Collection Development Committee:
K. Gundrum reported for CCD. They had an event at Siena College in November which was successful. There will be another event in March at Voorheesville Public Library to view the local history collection. There will also be a workshop in April.

Old Business:
Re-certification of Bylaws:
The Board will review the Bylaws at the January meeting.

New Business:
2018 Member Survey Results:
The 2018 Member Survey Results were presented to the Board for review. It was recommended that the comments should be read through to quantify the feedback. It was also recommended that there should be a comprehensive survey every three years, with a more targeted survey in between.

Informational Reports and Announcements:

T. Burke announced that NYLA approved their legislative agenda with four pieces. State Aid, Construction Aid, 2020 Census, and Legislative Priorities. Advocacy Day is February 27th.

P. Eppard announced that the General MS Program was approved to reduce to 36 credits, and two new concentrations were added: Intelligence Analysis and Data Analytics.

The meeting was adjourned at 10:34 a.m. by S. Iwanowicz.
ACTION ITEMS

December 21, 2018

CDLC Board of Trustees

1. The Board approved Dannible & McKee as the new financial firm, unanimously.
2. The Board approved the RAAC Charge, unanimously.