

Draft Minutes
NYLA Council Meeting
May 11, 2006
NYLA Office, Albany, NY

Present: Jennifer Morris, NYLA President; Rachel Baum, NYLA President-Elect; Christine McDonald, NYLA Treasurer; Ed Falcone, NYLA Treasurer-Elect; Zahra M. Baird, Councilor-at-Large and Membership Committee Chair; Mildred Rivers, Councilor-at-Large; Bernie Tomasso, Councilor-at-Large; Linda Fox, Councilor-at-Large; Margaret Lanoue, Councilor-at-Large; Lorie Wies, Councilor-at-Large; Kathy Gundrum, ASLS President; Marcia Eggleston, SLMS President; Lucia Chen, RASS President; Janet Kreason, YSS President; Michael Borges, NYLA Executive Director

Guests: Tim Baird, Web Committee Chair

Absent/Excused Rocco Staino, NYLA Past-President; Nancy Howe, SMART President; Scott Hughes, PLS President; Bob Jaquay, LAMS President; Anne Hofmann, ALA Councilor; Martina Thompson, NYSALB representative

President Jennifer Morris called the meeting to order at 10:30 am.

1. Welcome & Introductions

2. Approval of Agenda

Motion: Marcia Eggleston moved to accept the agenda.
Zahra M. Baird seconded the motion.
All in favor, none opposed, no abstentions. Motion carried.

3. Approval of Minutes

A. Council Meeting – February 2, 2006

Marcia Eggleston requested that the results of the electronic voting be included with the minutes.

Motion: Margaret Lanoue moved to accept the February 2, 2006 Council Meeting minutes with a few typographical corrections.

Janet Kreason seconded the motion.
All in favor, none opposed, no abstentions. Motion carried.

B. Electronic Voting

Materials enclosed.

Motion: Marcia Eggleston moved to accept the results of the electronic Council vote.
Christine McDonald seconded the motion. Electronic vote included:

- Membership Committee Recommendations
- Nominations Committee – Treasurers nominee adjustment
- Presidential appointments.

(Detailed list attached.)

All in favor, none opposed, no abstentions. Motion carried.

4. Finance Report

A. Monthly Financial Report

Christine McDonald, NYLA Treasurer, presented the April 2006 Monthly Financial Report. \$100 thousand will be transferred to the Vitality Fund during May 2006. Endowment Fund is at \$23,500. New software (MemberMax) is not reflected in budget (@ \$35,000) This expense is not considered an operating expense, but rather a fixed asset. (This will allow NYLA to claim depreciation on the expense.) In the future budget amendments will be issued to address increased expenditures. (ie. Legislative Day additional expenses / Advocacy Initiatives additional expenses.) This will keep budget income and expenses in balance. This issue will be discussed at the next Finance Committee Meeting.

Motion: Margaret Lanoue made a motion to accept the Financial Report as submitted.
Linda Fox seconded the motion.
All in favor, none opposed. Motion carried.

B. Audit Report

The Annual Auditors Report was presented by Ron Guzior and Chris Kelsey of Bollam, Sheedy, Torani & Co. LLP. The overall audit was very positive. Some issues noted: - NYLA recognizes dues when received, not dispersed over the year. This is not in compliance with GAAP (Generally Accepted Accounting Practices). Financial activities of the Sections and Roundtables are not in compliance with GAAP, this is not considered an issue as this is an internal NYLA decision. Audit communication letter noted that the auditors found no corrections, no disagreements, no difficulties. NYLA owns about 70% of their equity assets, which is very strong. NYLA conference in 2005 made about \$14,000 less than in 2004. Liquid fund balance is roughly \$250,000, which is a healthy amount. The auditors and the NYLA council would like to recognize Galina Tsvaygenbaum for her hard work and dedication.

Motion: Janet Kreason made a motion to accept the Annual Auditors Report as submitted.
Marcia Eggleston seconded the motion.
All in favor, none opposed. Motion carried.

5. President's Report

Jennifer Morris stated that she had attended ASLS and YSS Board meetings and had plans to attend PLS, RASS, and LAMS Board meetings in the coming months. Attendance at these board meetings is part of Jennifer's presidential initiative to attend a board meeting of every section.

A. Unified Conference Task Force

- Task force continues to work to reach a consensus recommendation on the concept of a Unified Conference.
- The UCTF will next meet on Thursday, August 24.
- A recommendation will be made to the NYLA Council by the UCTF at the September 28-29 Council Leadership Retreat.

B. ALA Legislative Day in Washington D.C.

- Jennifer attended this two day event.
- Event consisted of legislative briefings followed by appointments with representatives.

C. NYSALB Trustee Institute

- Jennifer attended this one day event in Albany.
- There were nearly 100 in attendance, participants were awarded certificates and a number of credits.
- Christine McDonald inquired about requirements for trustee training. Michael Borges mentioned that there are required credits for School Board members, but not for Library Board members, and NYSALB would like to lobby to make it a requirement. Jennifer also mentioned that PULISDO is

developing trustee training modules, as systems and their member libraries are governed by those trustees who may or may not have received training. Michael Borges added that NYLA offers Smart Boards training on-demand for all libraries.

D. Civil Service Taskforce

- The taskforce is working to develop a survey to circulate to libraries to gather information on the issues that libraries face in having their employees become civil services.

E. Roundtables

- USORT – Union Support and Organization Roundtable – Jennifer emailed each of the members of this roundtable. Respondents were not interested in fulfilling the leadership vacuum in the roundtable. As there is no interest for the few remaining members in revitalizing this roundtable, and it lacks the minimum number of members required by the Bylaws, it was suggested that the roundtable be dissolved.

Motion: Margaret Lanoue made a motion that the USORT roundtable be dissolved, and that the NYLA finance committee be charged to address the remaining assets of USORT. Mildred Rivers seconded the motion. All in favor, none opposed. Motion carried.

- Retirees Roundtable – Bernie Tomasso addressed the concept. SLMS has the Ambassador Program, engaging retiree members of SLMS to be involved in legislative visits and advocacy. NYLA currently has 184 retiree members. A letter was sent out to each of those members, and 30 members responded that they would be interested in participating. One respondent recommended defining a clear purpose and role for this potential new roundtable prior to moving forward. The thirty members who responded are being contacted to inquire what role they would foresee for the roundtable and what service / programming they would find valuable. SLMS Ambassadors attend other associations / organizations events to promote NYLA, this is another potential role for these members.

F. Leadership Retreat / Council Meeting @ Annual Conference

- All 2006 / 2007 Council members will be invited to participate in this two day retreat. The event will take place September 28-29 at the Linwood Spiritual Retreat in Rhinebeck, NY.
 - Jennifer Morris requested suggestions for building NYLA at the Leadership Retreat. Suggestions included: -best practices from other (non-library) associations, ways to expand the mentoring program, ways to expand NYLA scholarships. A goal was set to determine three priorities for NYLA in 2007.
- There will be one meeting of the NYLA Council at the Annual conference on Wednesday, October 1, 2006. Both the 2006 and 2007 Council members will attend. Janet Kreason inquired as to which members will be eligible to vote at the Joint Council meeting. The NYLA staff will refer to the Bylaws and address the question.

6. Executive Director's Report

A. Office Operation

- MemberMax by Impact Solutions is the new database management software implementation process is continuing. Product is now live for 'in-house' use by NYLA staff. Preparations continue to the 'web-side' launch, which will allow members to access their records via the web, and join / renew their membership.

B. Legislative Activities

- Lobby Day 2006 attracted 880 participants
- 2006 saw the single largest increase in library funding ever. \$19.7 million.
 - 2.6 Million to fund 2000 Census Library Aid, with a hold-harmless provision

- 3 Million to aid library systems, \$15K + 4% per system
- 14 million provided for library construction aid
- It is important to thank legislators for their support.
- READ posters were produced, 54 Senate / Assembly members participated.
- 2007 will likely be a challenging year, as the incoming governor will likely look to cut spending.
- National Library Week 2006
 - Scholastic donated \$3K in books to school libraries in Poughkeepsie (Senator Seland's District) and in Manhattan (Assembly member Silver's District)
- Mini-Lobby Day scheduled for June 6, 2006
- NYLA's Legislative priorities:
 1. Dormitory Authority – NYLA proposes to bundle small library construction project applications and submit to the NYS Dormitory Authority.
 2. Library Budgets – Clarification of the role of library boards in placing library budgets on general ballot. (School board parity)
 3. K-12 Librarian requirement
 4. Loan forgiveness (\$5-\$10K) to graduates who serve as librarians in NYS.
 5. Love Your Library; check off on NYS tax return.

Motion: Marcia Eggleston made a motion to accept the Legislative Priorities as submitted.
Bernie Tomasso seconded the motion.
All in favor, none opposed. Motion carried.

C. Membership

- The deans of the library schools in NYS came together for a meeting at the NYS Library.
 - A link will be added to the NYLA website from each of the schools website.
 - A NYLA Student chapter to be formed at each library school, with a faculty advisor.
 - A faculty symposium will be held at the NYLA Conference.
 - NYLA will accept submission of student papers for inclusion in the Bulletin.
 - NYLA was thanked for bringing the group together.
- Member benefits program continues to grow with new partners:
- Beauty Harvey Associates renewed their partnership, as did Sullivan & Nickle.
- News You Can Use, a set of library related news clipping is being distribute to all NYLA members on a weekly basis.

D. Professional Development

- Three NYLA Institutes to be scheduled for this Fall.
- Leadership & Management Academy will offer three courses in Saratoga Springs June 6-8.
- NYLA is working to develop an Online Career Center with job postings, information on the library profession, library schools, and mentors.

E. Additional Items

- Barnes & Noble in conjunction with NYLA presented the 'Love Your Library' campaign April 7-9, 2006. The promotion resulted in \$2000 in profit for NYLA. NYLA is considering repeating this program again in 2007.
- NYLA would like to consider ways help local libraries pass their budget / referendum votes.

A lunch break was taken from 12:15 pm – 12:45 pm

7. Conference Report

A. 2006 Plans

- 2006 Conference will take place in Saratoga Springs – Saratoga Hotel & Conference Center will be the Headquarter Hotel (formerly the Prime) which has been completely renovated.
- SLMS, RASS, SMART and LAMS will be holding Pre-Conference CE programs this year.
- The Vendor Spotlight Sessions will take place during Trade Show time this year.
- Vitality Fund Event will be held at the Saratoga Gaming & Raceway, and will include a hot buffet dinner.

- There will be a president's reception following the Inaugural Banquet, including a DJ and dancing.
- NYLA Poster Session will take place on Saturday morning.
- General Opening Session Speaker will be Diane Ravitch; *The Language Police*, Farewell Luncheon speaker will be Bill Barnes & Gene Ambaum; *Unshelved*.
- Conference registration will be available on-line this year, as well as room reservations.
- The Conference Catalog is nearly complete and will be mailed by the end of June.
- Section / Roundtable / Committee displays will be in the hallway and atrium area. (Trade Show is nearly sold out.)
- Local Arrangement Tours are set – Tang Museum @ Skidmore, a bus tour of Saratoga, and a shopping tour of the outlets in Lake George.

8. President-Elect's Report

A. President-Elect's Activities / Plans

- Met with Schenectady County Community College and Fulton-Montgomery Community College to discuss the creation of a certificate program for Library Assistants and Support Staff
- Attended New Jersey Library Conference, met with incoming ALA President Leslie Berger. She has agreed to attend the NYLA conference, give an ALA update and attend the farewell luncheon.
- Working with NYS Writers Institute to find authors to speak at the 2007 NYLA Conference.
- A conference chair and local arrangements committee is already in place for the 2007 Conference.
- Met with John Stromquist of WALDO to see if there are common interests, and if a joint advocacy effort is possible.
- Library Learning tour still planned, visiting all 9 regions, 3 libraries in each region plus all 7 library schools.

9. Committee Reports

A. Membership Committee

The Membership Committee met March 24. They are working to develop a new and improved membership brochure, as well as a new member packet. A membership amnesty is planned for early 2007, where any one who has been a NYLA member in the past, and has been lapsed for at least three years can re-join NYLA at the first time \$25 rate.

Motion: The Membership Committee made a motion to move the NYLA dues renewal to a monthly renewal schedule. (i.e. April 2006 – April 2007.)

All in favor, none opposed. Motion carried.

Motion: The membership committee made a motion that an amnesty be offered to anyone who was previously a NYLA member, who has been lapsed for at least three years, enabling them to rejoin for the first time member rate of \$25.

All in favor, none opposed. Motion carried.

The membership committee is investigating the possibility of offering free lifetime membership to any member who has 25 or more years of continuous NYLA membership.

Christine McDonald suggested creating pins for number of years of membership.

It was also recommended that the membership committee investigate a graduated dues structure for first time members, \$25 first year, \$50 second year, \$75 third year.

Zahra M. Baird also mentioned an interest in creating more interest based Roundtables. (Genealogy, knitting, kayaking, for example.)

B. Legislative Committee

A written report was submitted by Kathy Miller. A Task Force has been formed to formulate NYLA Legislative Agenda/Strategy for 2007. Section input will be sought in the coming weeks. Please be sure to thank your legislators for this years budget increases.

C. Public Awareness Committee

Rocco Staino reported that the Foundation for a Better Life is willing to provide a free set of posters to all NYLA members. They are ‘inspirational’ posters suitable for display in any library.

10. Section Reports

ASLS – Kathy Gundrum, ASLS President, reported on ASLS activities. A meeting was held in February and ASLS will meet again in June. Co-sponsoring programming with BIRT at the Annual Conference including a membership meeting for both groups. A handmade quilt will be raffled off at their booth at the conference. Nominations are currently being accepted for the 2006 ASLS awards. They continue to work toward reaching 400 members. There was a good representation by academic librarians at Lobby Day. ASLS continues to reach out to special and academic libraries.

LAMS – No report.

PLS – No report.

SLMS – Marcia Eggleston, SLMS President, reported that the 2006 SLMS conference was held April 27-29 in Rochester. The 2007 SLMS Conference will be held in Syracuse. SLMS continues to work with YSS on the developing 3Apples Book Award. There were 8000 nominated titles, voting will be done on the top 15 vote getters. The first awards will be announced in January 2007. A SLMS Leadership retreat is planned August 7-8. The SLMSGram has a new editor. Diana Wendell is working to create a new contest awarding the SLMS affiliate with the highest percentage of SLSM membership. Sara Kelly Johns recently won an ALA election and will serve as AASL President for 2007. Rosina Alaimo was also elected to AASL as Region 2 Director.

RASS – Lucia Chen, RASS President, reported that there will be a RASS Board meeting May 18 in New York City. RASS conference programming is progressing well, with diverse and interesting topics. Voting for which of the over 200 images submitted for the 2007 RASS calendar continues. RASS Publicity Chair is working to develop a new set of outreach documents for RASS. A \$300 donation was made to RASS by Lucia Chen in honor of Robert Foy. This donation has been earmarked to fund production of the new RASS promotional materials.

SMART- No report.

YSS – Janet Kreason, YSS President, discussed the development of a new set of state standards for libraries. They continue to revise the standards, called “Nothing But the Best.” The 2007 YSS Spring Conference will take place April 19 & 20 in White Plains, NY. Donald Crews has been announced as the 2006 Empire State Award winner and will be accepting the award at the YSS luncheon at the conference. The next YSS Board meeting will take place July 28 at the NYLA office in Albany.

Michael Borges noted that NYLA continues to ask that each section contribute news to the quarterly NYLA Bulletin. Additionally NYLA has offered to produce a standardized masthead to be used on section newsletters, in an effort to create consistent branding on all NYLA related items.

11. ALA Councilor Report

No report.

12. Old Business

No old business was raised.

13. New Business

Motion: Zahra M. Baird moved to adjourn the meeting at 2:00 pm.
Marcia Eggleston seconded the motion.
All in favor, none opposed, no abstentions. Motion carried.

The meeting was adjourned at 2:00 pm.

Agenda
New York Library Association
Council Meeting

NYLA Office – 252 Hudson Avenue, Albany

May 11, 2006

10:30 a.m. to 2:30 p.m.

- 1. Welcome and Introductions**
- 2. Approval of Agenda**
- 3. Approval of Minutes**
 - A. Council Meeting – Feb. 2, 2006
 - B. Approval of Electronic Voting
- 4. Finance Report**
 - A. Monthly Financial Report
 - B. Audit Report
- 5. President's Report**
 - A. Meetings Attended
 - B. Civil Service Task Force
 - C. Unified Conference Task Force
 - D. Roundtables
- 6. President –Elect's Report**
- 7. Executive Director's Report**
- 8. Conference Report**
- 9. Committee Reports**
 - A. Membership Committee Recommendations
 1. Monthly Annual Dues Renewal
 2. One time amnesty renewal for any lapsed member of the more than 3 years can renew at the first time member rate.
- 10. Section Reports**
- 11. ALA Councilor Report**
- 12. Unfinished Business**
- 13. New Business**
- 14. Next Council Meeting – September 28-29th, 2006 @ Linwood Spiritual Center- Rhinebeck**