



NYLA Council Meeting
Thursday, May 9, 2013
11:00 AM to 4:00 PM
NYLA Office, Guilderland, NY
NYLA President, Carol Anne Germain Presiding

In Attendance:

Carol Anne Germain, *NYLA President*; Tim Burke, *Treasurer-Elect*; Elaine Lasda Bergman, *ASLS President*; Claudia Depkin, *LAMS President*; Kathy Naftaly, *PLS President*; Rachel Jaffe, *SMART President*; Susan P. Kowalski, *SSL President*; Joyce Laiosa, *YSS President**; Debby Emerson, *Councilor-at-Large*; Ellen Rubin, *Councilor-at-Large*; Paige Jaeger, *Councilor-at-Large*; Marcy Strong, *Councilor-at-Large*; Rebekkah Smith-Aldrich, *Councilor-at-Large*; Rocco Staino, *ALA Chapter Councilor*; Jeremy Johannesen, *NYLA Executive Director (ex-officio)*

Participating via video-conference:

Matt Bollerman, *NYLA Immediate Past President*; Sara Kelly Johns, *NYLA President-Elect*; Christine McDonald, *Treasurer*; Sue Considine, *Councilor-at-Large*

Absent: Shauntee Burns, *RASS President*

Guests (during finance report): Ron Guzior, *Bollam, Sheedy, Torani, & Co. (NYLA Auditor)*; Galina Tsvaygenbaum, *NYLA Director of Finance*

* Joyce Laiosa has resumed the position as YSS President in response to a medical leave by Jen Ogradowski, as approved by the YSS Board.

Council Meeting Minutes

1. Welcome
2. Approval of Agenda

MOTION I: Motion to approve agenda as presented.

Made by: Matt Bollerman, Seconded By: Claudia Depkin

Approved unanimously.

3. Approval of Minutes from March 21, 2013 NYLA Council Meeting

MOTION II: Motion to approve the minutes of the March 21, 2013 Council Meeting as presented.

Made by: Matt Bollerman, Seconded by: Rachel Jaffe

Approved unanimously.

4. Finance Report

- a. March Financial Statement / Report

NYLA Treasurer Christine McDonald reviewed the March monthly financial statement, and her written report. There are no unexpected items in the report.

b. Auditor Visit: Addressing Accumulated Deficit

NYLA Auditor, Ron Guzior of *Bollam, Sheedy, Torani, & Co.*, presented on NYLA's current (FY12-13) accumulated operating deficit of \$268,010. It was explained that this deficit does not appear on NYLA's annual audit, and that it is largely due to the self-imposed restrictions that NYLA places on its cash assets (as a result of the way Section assets are recognized.) The accumulated deficit appears only on the liquid fund balance report, prepared for NYLA management purposes only. In 2007, NYLA transferred \$100K from operating cash to the Endowment Fund (a board designated fund, now called the Fund for the Future). Any fiscal year in which NYLA ends with a surplus (as projected for FY 2012-13), the amount of that surplus is automatically subtracted from the accumulated deficit. After careful explanation, Ron outlined three options;

- Simply monitor the finances closely and be aware of the accumulated deficit,
- Undesignate the \$100K that NYLA moved into the Endowment Fund to help diminish the accumulated deficit,
- Actively raise funds to 'pay down' the accumulated deficit.

Ron suggested that there was 'no harm' in taking no action, and recommended that option.

MOTION III: Motion to take the Auditors recommendation to maintain awareness of the accumulated deficit, and to take no action at this time.

Made by: Tim Burke, Seconded by: Matt Bollerman

Approved unanimously.

c. Review and Adoption of the FY 2013-14 Budget

NYLA Executive Director Jeremy Johannesen reviewed the two versions of the proposed FY 2013-14 NYLA Annual Budget, and accompanying budget notes. The difference between the two versions center on whether or not a new organizational dues structure is implemented, and the fiscal implications of that possible change. Both versions of the budget include funding for a newly created full time staff position of Director of Government Relations and Advocacy. Discussion included questions and answers on some specific budget lines. Rocco Staino suggested that the budget should include the cost of providing health insurance to all employees; in the event their status changes and funding for coverage is needed. Formal approval of the budget was tabled until after discussion of the organizational dues restructure was complete.

5. President's Report

NYLA President Carol Anne Germain discussed:

- Attendance at the Urban Librarians Unite (ULU) conference April 5
- Serving as a judge to the RRLC Awards
- Participating in the SUNY ALA Student Chapter's 25 Anniversary Celebration
 - o Student particularly interested in securing employment post-graduation
- Attendance at the PLS Spring conference at the FDR Library
- Attendance at the SUNY Council of Library Directors meeting in Syracuse at the Otesaga
- Upcoming participation includes: YSS Conference, CFTB Gala, and SALS Annual Dinner
- Planned "Take Me to Your Leader" Tour is taking shape; to include regional legislative visits

6. President-Elect's and Past-President's Report

NYLA President-Elect Sara Kelly Johns discussed:

- Attendance at National Library Legislative Day (NLLD) in Washington, DC
- The impact of LSTA funds in NYS
- The successful SSL Spring Conference in Rochester

NYLA Immediate Past-President Matt Bollerman discussed:

- Completion of NYLA Council slate, to be approved under new business
- Upcoming (July 15) Deadline for NYLA Awards Nominations

7. Executive Director's Update

In addition to the written report the following items were discussed.

- Providing NYSHEI Accounting Services and Office Space on a Fee for Service Basis

MOTION IV: Motion to authorize the NYLA Executive Director to offer Accounting and Administrative Services, as well as leasing office space, to the NYS Higher Education Initiative.

Made by: Ellen Rubin, Seconded by: Elaine Lasda Bergman

Approved unanimously.

- NYLA Executive Director Jeremy Johannesen offered his report on conference venues for the 2015 NYLA Annual Conference. As 2015 is NYLA's 125th anniversary, and Lake Placid is the hometown of NYLA's founder, Melvil Dewey, and Lake Placid has the capacity to host the conference – the recommendation was to host the 2015 annual conference in Lake Placid.

MOTION V: Motion to host the 2015 NYLA Annual Conference in Lake Placid, New York from October 21-24.

Made by: Rocco Staino, Seconded by: Debby Emerson

Approved unanimously.

- NYLA has been approached by MultiView, a company that specializes in re-selling online advertising. MultiView already partners with the American Library Association, and nine other state library associations, in re-selling advertising space on their websites. NYLA would receive 30% of the revenue from ad space sold; MultiView would be responsible for all sales activities. This holds the potential to bring in \$5000 in annual revenue, with no additional allocation of staff time.

MOTION VI: Motion to enter into an agreement with MultiView to sell advertising space on the NYLA homepage for an initial term of two years.

Made by: Rocco Staino, Seconded by: Elaine Lasda Berman

Approved by all present, with the exception of Matt Bollerman who was opposed.

8. Section / Roundtable / Committee Reports

In addition to the written reports the following items were discussed:

- ASLS has slate of 2013 Candidates prepared
- PLS formally recognized the work of Alissa Maynard on the 2013 PLS Spring Conference
- SSL reported on the success of their 2013 SSL Spring Conference
 - o The NYS Board of Regents has proposed instituting a graduation requirement of a research paper, this poses an opportunity for promoting the role of school librarians

9. ALA Councilor Report

ALA Chapter Councilor Rocco Staino reported that Courtney Young from Pennsylvania will be the next ALA President. Other newly elected NYers include State Librarian Bernie Margolis and Loida Garcia-Febo.

The ALA membership approved annual dues increases tied to the consumer price index for each of the next three years.

10. Empire State Center for the Book Report

The Writers Hall of Fame Gala will take place on Tuesday, June 4, 2013. Sections were invited to take out ads in the event program.

Poetry Out Loud 2012-13 has concluded. NYLA/CFTB will not be pursuing an application for the program next year due to program requirement changes.

Letters About Literature will continue next year.

11. Unfinished Business

a. Unification of Section Election Procedures and Timeline

All Sections agreed to unify their election timeline to coincide with the NYLA Council election, with the exception of SSL (their 2013 election is complete) and RASS (not represented at the meeting). No formal action was taken to set this as an official organizational policy. The intention was for Sections to opt-in at their discretion.

b. Approval of Slate of Candidates for 2013 NYLA Council Election

NYLA Immediate Past-President, and chair of the nominating committee presented the 2013 NYLA Council slate of candidates:

Candidates for President-Elect (2013-14) / President (2014-15)

Geoffrey Kirkpatrick, Director, Bethlehem Public Library

Christine McDonald, Retired, Formerly of Crandall Public Library

Candidates for Councilor-at-Large (2013 – 2016)

School

Jennifer 'Charlie' Kelly, Tonawanda School District

Danielle Yeomans, Ulster BOCES, School Library System

Academic

John Myer, Union College

Sheryl Knab, Western New York Library Resources Council (WNYLRC)

ALA Chapter Councilor (2013-2016)

Rocco Staino, Retired School Librarian

Unopposed

MOTION VII: Motion to approve the 2013 NYLA Council slate of candidates as presented.

Made by: Elaine Lasda Bergman, Seconded by: Sara Kelly Johns

Approved by all present, with the exception of Christine McDonald and Rocco Staino who abstained.

c. Approval of Including SCLA's Application for Regional Chapter Status on Council Ballot

The Suffolk County Library Association has collected the required petition signatures to apply for regional chapter status, as allowed for under the newly adopted bylaws changes. The SCLA application must be approved by the full NYLA membership.

MOTION VIII: Motion to include the Suffolk County Library Associations application for NYLA Regional Chapter status on the 2013 NYLA Council Ballot.

Made by: Matt Bollerman, Seconded by: Ellen Rubin

Approved unanimously.

12. New Business

a. Organization Dues Restructure Proposal

The NYLA Membership Committee reviewed, revised and submitted for consideration, a proposal for restructuring of the NYLA Organizational dues for Libraries / Library Systems. The written proposal was discussed, with the primary concern being the need for careful and intentional outreach and promotion of the proposal to the libraries with the largest budgets to ensure buy-in.

MOTION IX: Motion to advance the proposal for Restructuring the Organizational Dues for consideration by the assembled NYLA membership at the 2013 NYLA Membership meeting to take place Thursday, September 26 in Niagara Falls, NY.

Made by: Matt Bollerman, Seconded by: Joyce Laiosa

Approved unanimously.

b. Approval of Applications for Affiliate Status: NY Library Club & NY Librarians Meetup Group

NYLA has received application for Affiliate Member status from the NY Library Club and the NY Librarians Meetup Group.

MOTION X: Motion to approve the application for affiliate member status of the NY Librarians Meetup Group.

Made by: Ellen Rubin, Seconded by: Debby Emerson

Approved unanimously.

MOTION XI: Motion to approve the application for affiliate member status of the NY Library Club.

Made by: Rocco Staino, Seconded by: Rebekkah Smith Aldrich

Approved unanimously.

MOTION XII: Motion to enter Executive Session at 2:11 PM for the purpose of discussing the performance review of the NYLA Executive Director.

Made by: Matt Bollerman, Seconded by: Tim Burke

Approved unanimously.

MOTION XIII: Motion to suspend Executive Session at 2:21 PM.

Made by: Matt Bollerman, Seconded by: Tim Burke

Approved unanimously.

Following the Executive Session, Matt Bollerman presented the performance review findings to the Executive Director. The Executive Director was charged with developing a set of goals and objectives for the coming year.

With discussion complete and motions in place regarding the accumulated deficit, and the proposed organizational dues restructure, the item of approving the FY 2013-14 NYLA Annual Budget was revisited.

MOTION XIV: Motion to approve and adopt version two of the proposed FY 2013-14 NYLA Annual Budget as presented, with an adjustment of a 3% increase to the salary of the Executive Director.

Made by: Matt Bollerman, Seconded by: Ellen Rubin

Approved unanimously.

MOTION IV: Motion adjourn the May 9, 2013 NYLA Council Meeting at 2:25 PM.

Made by: Claudia Depkin, Seconded by: Tim Burke

Approved unanimously.