



NYLA Council Meeting

Wednesday, November 13, 2019

11:00 AM to 3:00 PM

Saratoga Hilton, Saratoga Springs, NY

NYLA President, Michelle Young Presiding

In Attendance: Michelle Young, *NYLA President*; Tim Burke, *NYLA Immediate Past-President*; Jen Cannell, *NYLA President-Elect*; Cassie Guthrie, *Treasurer*; Roger Reyes, *Treasurer-Elect*; Beth Lathrop, *ASLS President*; Lisa Wemett, *FLS President*; Amanda Perrine, *LAMS President*; Sarah Clark, *PLS President*; Edward Elsner, *SMART President*; Todd Schlitt, *SCLA Representative*; Lisa Neuman, *YSS President*; Sandra Michele Echols, *Councilor-at-Large*; Jill Leinung, *Councilor-at-Large*; Stacey Rattner, *Councilor-at-Large*; Tom Vitale, *Councilor-at-Large*; Stephanie Hartwell-Mandella, *Councilor-at-Large*; Jennifer Ferriss, *ALA Chapter Councilor*; Jeremy Johannesen, *NYLA Executive Director (ex-officio)*

Absent: Jennifer 'Charlie' Kelly, *SSL President*; Dana Sinclair, *RASS President*; Jane Verostek, *Councilor-at-Large*

Guests: Claudia Depkin, *NYLA President-Elect-Elect*; Grace Riario, *Treasurer-Elect-Elect*; Ryan Perry, *incoming ASLS President*; Kelly Yim, *incoming PLS President*; Amanda Schiavulli, *incoming YSS President*; Tim Furgal, *incoming LAMS President*; Ana E. Canino-Fluit, *incoming Councilor-at-Large*; Simone Yearwood, *incoming Councilor-at-Large*; John Myers, *NYLA Member and 2019 Dewey Fellow*; John Bryans, *Bryans & Gramuglia*; Galina Tsvaygenbaum, *NYLA Director of Finance*

Council Meeting Minutes

1. Welcome / Review of Agenda

Agenda approved by unanimous consent.

2. Approval of Minutes from September 13, 2019 NYLA Council Meeting

MOTION I: Motion to approve the minutes from the September 13, 2019 Council Meeting with noted corrections. Minutes approved by unanimous consent.

3. Finance Report

- a. Presentation of FY2018-19 Audit Report – John Bryans, Bryans & Gramuglia, CPAs

The highlights of the presentation include:

- No material deficiencies in internal controls
- No significant changes in internal controls
- No disagreements with Management
- Qualified Opinions:
 - Membership dues are recognized on a cash basis, not on accrual; this is a deviation from generally accepted practices
 - Financial Statements do not include assets, liabilities, net assets, revenue and expenses for Sections and Roundtables.

- Interim (between audits) Information provided by NYLA was reliable
- Auditors offer a clean (unmodified) opinion with no significant deficiencies or material weakness in internal controls
- NYLA is in sound financial position

Other notable findings include:

- Assets increased for FY'18-19 by \$6430
- The assets to liabilities ratio is 2.34 : 1 – leaving NYLA well positioned
- The debt to assets ratio is .35 : 1 (flat)
- Total net assets were up by \$7K for the year

Direct questions from Council members were addressed by John Bryans.

b. Approval of Auditors Report

MOTION I: Motion to accept the FY2018-2019 Auditor's Report as presented.

Made by: Amanda Perrine, Seconded by: Tom Vitale

Approved unanimously.

c. September Financial Statement / Report

NYLA Treasurer Cassie Guthrie presented the report September Financial Statement and addressed questions.

4. Unfinished Business

a. Report on the Results of the Special Councilor-at-Large Vacancy Election

Stephanie Hartwell-Mandella was elected to fill the balance of the Councilor-at-Large term vacated by Lauren Moore upon becoming NYS Librarian. Ten percent of eligible voters participated in the special election.

b. Director of Government Relations & Advocacy

The hiring process for a new Director of Government Relations & Advocacy has completed; Briana McNamee has accepted the position and will begin on December 9, 2019.

c. NYLA Code of Conduct

Amanda Perrine presented the Incident Reporting Form to be used in documenting any issues with violations of the NYLA Code of Conduct. Details on the Code of Conduct will be communicated to all conference room monitors. The NYLA Conference Chair will serve as the point of contact for anyone wishing to make a report.

5. New Business

a. NYLA Committee Reauthorizations

i. Communications Committee

MOTION II: Motion to approve the charge and composition of the Communications Committee as presented, and the appointment of Kerstin Cruger (MHLS) as chair, and Marcy Strong (University of Rochester) as at-large member.

Made by: Tom Vitale, Seconded by: Sandra Michele Echols

Approved unanimously.

ii. Continuing Education Committee

MOTION III: Motion to approve the charge and composition of the Continuing Education Committee as presented, and the appointment of Deanna DiCarlo (Albany Public Library) as chair, and Kristen Charles-Scaringo (Kingston Public Library), and Karen Gardener-Athey (SUNY Office of Library Services) as at-large members.

Made by: Stacey Rattner, Seconded by: Lisa Wemett

Approved unanimously.

iii. Intellectual Freedom Committee

MOTION IV: Motion to approve the charge and composition of the Intellectual Freedom Committee as presented, and the appointment of Sara Dallas (SALS) as chair, Emily Clasper (university of Rochester), and Karie Doelger (Franklin-Essex-Hamilton BOCES) as at-large members.

Made by: Edward Elsner, Seconded by: Sandra Michelle Echols

Approved unanimously.

iv. Legislative Committee

MOTION V: Motion to approve the charge and composition of the Legislative Committee as presented, and the appointment of Cassie Guthrie (Greece Public Library) as chair, and Tim Burke (UHLS), and Rebekkah Smith Aldrich (MHLS) as at-large members.

Made by: Todd Schlitt, Seconded by: Amanda Perrine

Approved by all present with the exceptions of Cassie Guthrie and Tim Burke who abstained.

v. Membership Committee

MOTION VI: Motion to approve the charge and composition of the Membership Committee as presented, and the appointment of Laurie Dreyer (Newburgh Public Library) as chair, and Tim Spindler (LILRC), and Anja Bouchard (CEFLS) as at-large members.

Made by: Jill Leinung, Seconded by: Tom Vitale

Approved unanimously.

vi. NYLA Sustainability Committee

MOTION VII: Motion to approve the charge and composition of the NYLA Sustainability Committee as presented, and the appointment of Rebekkah Smith Aldrich (MHLS) and Matthew Bollerman (Hauppauge Public Library) as co-chairs.

Made by: Roger Reyes, Seconded by: Sarah Clark

Approved unanimously.

b. NYLA Awards Review Taskforce

NYLA Awards Chair Tim Burke presented on his experiences coordinating the 2019 NYLA Awards process, and asked that further exploration of operational procedures be undertaken.

MOTION VIII: Motion to create a task force to examine the NYLA Awards, to be chaired by Tim Burke, and to return recommendations to the NYLA Council by April 30, 2020.

Made by: Tim Burke, Seconded by: Jen Ferriss

Approved unanimously.

Amanda Perrine, Edward Elsner, Sandra Michelle Echols, Stacey Rattner, Cassie Guthrie and Tom Vitale, each expressed willingness to participate.

c. NYLA Continuing Education Operating Standards

The Continuing Education Committee developed a set of Operating Standards to apply to all credit bearing NYLA and Unit sponsored professional development programming.

MOTION IX: Motion to approve the Continuing Education Operating Standards as presented to take effect immediately.

Made by: Sandra Michelle Echols, Seconded by: Tom Vitale

Approved unanimously.

d. Approval of NYLA Dewey Scholarships 2020

MOTION X: Motion to approve the slate of 2020 NYLA Dewey Scholarships as presented, including:

Melissa Wilson University at Buffalo

Simcha Glassman Syracuse

Thomas Mullen LIU POST

Mary Bakija Pratt

Marianna Czeisel Queen's

<<pending>> St. John's

Anne Nelson University at Albany

Made by: Tim Burke, Seconded by: Edward Elsner

Approved unanimously.

Note the nominee from St, John's is anticipated to be available for approval at the December meeting.

e. Approval of 2020 Legislative Agenda

Chair of the NYLA Legislative Committee Cassie Guthrie presented the proposed 2020 Legislative Agenda as developed and advance by the committee.

MOTION XI: Motion to approve the 2020 NYLA Legislative Agenda as presented.

Made by: the NYLA Legislative Committee, Seconded by: Stacey Rattner.

Approved unanimously.

f. NYLA Website Unit Top Menu Standardization

The Communications Committee has developed and put forward a recommendation for the standardization of 'top menus' for all NYLA unit pages on the NYLA website.

MOTION XII: Motion to approve the NYLA Website Unit Top Menu Standardization recommendation as presented by the Communications Committee.

Made by: Lisa Wemett, Seconded by: Lisa Neuman

Approved unanimously.

g. Request for Support from the NYLA Legal Defense Fund – Flower Memorial Library

The received request for consideration for support was reviewed by Council as an informational item. Further action awaits additional information on the situation from the library and their attorney.

h. Memorial Resolution for NYLA Past President Lucille Thomas

It was requested that the NYLA Council endorse the memorial resolution passed by the American Library Association.

MOTION XIII: Motion to endorse the American Library Association's Memorial Resolution in Honor of Lucille Thomas.

Made by: Jen Ferriss, Seconded by: Lisa Wemett

Approved unanimously.

Jen Cannell agreed to draft a letter to Lucille Thomas' family to acknowledge the endorsement.

6. President's Report

NYLA President Michelle Young presented her report.

7. President-Elect's Report

NYLA President-Elect Jen Cannell presented her report.

8. Past-President's Report

NYLA Past-President Tim Burke presented his report.

9. Executive Director's Report

NYLA Executive Director Jeremy Johannesen presented his report.

10. Legislative Report

NYLA Legislative Chair Cassie Guthrie informed the Council about NYLA's role as a pilot state for the ALA/NYLA Key Legislative Contact program and encouraged the members to promote and participate.

11. Section / Roundtable / Committee Reports

Representatives in attendance review their written reports.

Motion to adjourn by unanimous consent at 2:26 PM.