



NYLA Council Meeting

Thursday, March 16, 2017

3:00 PM to 4:30 PM

via Conference Call

NYLA President, Barbara Stripling Presiding

In Attendance: Barbara Stripling, *NYLA President*; Debby Emerson, *NYLA Immediate Past-President*; Tim Burke, *NYLA President-Elect*; Claudia Depkin, *Treasurer*; Cassie Guthrie, *Treasurer-Elect*; Michelle Young, *ASLS President*; Janet Kreason, *FLS President*; Dan Hubbs, *PLS President*; Christian Zabriskie, *RASS President*; Nancy Howe, *SMART President*; Michelle Miller, *SSL President*; Sue Kowalski, *Councilor-at-Large*; Grace Riario, *Councilor-at-Large*; Rebecca Lubin, *Councilor-at-Large*; Elaine Lasda, *Councilor-at-Large*; Sandra Michele Echols, *Councilor-at-Large*; Jill Leinung, *Councilor-at-Large*; Jennifer Ferriss, *ALA Chapter Councilor*; Jeremy Johannesen, *NYLA Executive Director (ex-officio)*

Absent: Barbara Madonna, *LAMS President*; Christina Ryan Lynder, *YSS President*; Todd Schlitt, *SCLA Representative*

Guest: Mike Neppl, *NYLA Director of Government Relations & Advocacy*, Rocco Staino, *Chair, Empire State Center for the Book*

Council Meeting Minutes

1. Welcome / Review of Agenda
2. Approval of Minutes from February 2, 2017 NYLA Council Meeting

MOTION I: Motion to approve the minutes from the February 2, 2017 NYLA Council Meeting as presented.

Made by: Claudia Depkin, Seconded by: Debby Emerson

Approved unanimously.

3. Finance Report
 - a. February Monthly Statement

NYLA Treasurer Claudia Depkin reported on the February Financial Statement. Of note was that donations to the Legal Defense Fund have now exceeded the expenditure made in support of the DeWitt Community Library.

- b. FY 2017-2018 Budget Development Update

NYLA Treasurer Claudia Depkin, and Treasurer-elect Cassie Guthrie, reported that a draft FY2017-2018 budget will be provided to the entire Council by April 11, 30 days prior to the May 11 Council meeting, to provide ample time for Council members to review the budget and ask questions before voting to approve the budget.

4. President's Update

NYLA President Barbara Stripling provided an update on the planning progress of the Academic, Research and Special Library Summit 2017. The event will take place Friday, June 9 in the Albany area. Invitations have been issued to over a dozen organizations, with each being invited to send two delegates.

Registration is open for National Library Legislative Day (NLLD) in Washington, D.C. May 1&2. With the proposed elimination of funding for the IMLS, NEA and NEH, participation is more important than ever. ALA is working on the development of updated interpretations of the Library Bill of Rights. Council members are encouraged to submit feedback on an individual basis.

5. Executive Director's Update

NYLA Executive Director Jeremy Johannesen provided an update on the following items:

- A successful inaugural virtual Town Hall on Library Advocacy issues
- Library Advocacy Day 2017: 800+ attendees and meetings with 70%+ of the Legislature
- New Siena Poll results have been released and prove to be a valuable advocacy tool
- Conference planning is progressing – including a Battle of the Bands for the Scholarship Fundraiser
- Membership now exceeds 5600 – a new record

6. Legislative Update

NYLA Director of Government Relations & Advocacy Mike Neppl provided an update on the FY2017-2018 NYS Budget development process. Both the NYS Senate and NYS Assembly have released their one house budget bills, which signals the final stretch before adoption of the state budget:

Senate

- State Library Aid: **+\$8M** over Governor's Executive Budget (\$99.6M total)
- State Library Construction Aid: **+\$15M** (\$29M total)

Assembly

- State Library Aid: **+\$4M** (\$95.6M total)
- State Library Construction Aid: **+\$11M** (\$25M total)

Our advocacy initiatives will continue at full force through the remainder of the budget process. To date over 250K e-mails have been submitted to Albany.

7. Unfinished Business

a. Promoting Diversity through Scholarship

It was proposed that the existing Dewey Scholarship program criteria be revised, to instruct the Deans of the given library schools that 'preference should be given to applicants representing minority and diverse populations'. This would encourage the Deans to award the scholarship to the target recipients – and provide them latitude if there are no applicants that meet the criteria.

There is also the option of offering 'no dollar' registration-based scholarships for NYLA sponsored events and conferences.

Library Skills Academy

A single seat at every Library Skills Academy could be made available via a scholarship to a minority applicant. A standing scholarship application could be promoted along with each time the program is offered. The evaluation and selection process would need to be devised, and could be charged to the awards committee.

NYLA Leadership & Management Academy

Both PLS & LAMS are currently offering a scholarship for one new participant in the L&MA each year. Both groups could be encouraged to add diversity as an evaluation criterion for awarding their scholarships.

NYLA Annual Conference

It was also proposed that a scholarship be established that covers lodging and package plan conference registration for a first-time conference attendee from an under-represented or minority background.

MOTION II: Motion to adjust the award criteria for the NYLA Dewey Scholarship program to include language that "preference whenever possible should be given to applicants representing minority and diverse populations."
Made by: Claudia Depkin & Cassie Guthrie, Seconded by: Tim Burke
Approved unanimously.

MOTION III: Motion to establish an annual NYLA Conference Scholarship for a first-time conference attendee from an under-represented or minority background to cover conference registration and lodging not to exceed \$1000.
Made by: Claudia Depkin & Cassie Guthrie, Seconded by: Tim Burke
Approved unanimously.

8. New Business

a. HATS Endorsement Request

An outcome of the iLEAD program was the development of a proposed standardized library trustee training curriculum – Helping All Trustees Succeed (HATS). This now completed curriculum has been endorsed by the Public Library System Directors Organization (PULISDO), and the Library Trustees Association (LTA).

MOTION IV: Motion to endorse the Helping All Trustees Succeed (HATS) curriculum as a standard training program for use throughout New York State.
Made by: Claudia Depkin, Seconded by: Cassie Guthrie
Approved unanimously.

b. Rochester Area School Librarians – SSL Affiliate Round Table

The Rochester Area School Librarians (RASL) has gathered the prerequisite 25 NYLA member signatures in support of their petition to form a round table to serve the interests of school librarians in the greater Rochester area.

MOTION V: Motion to approve the formation of the Rochester Area School Librarians as a NYLA round table.
Made by: Grace Riario, Seconded by: Jill Leinung
Approved unanimously.

c. Employee Vacation Time Buy-Back Policy

The question of allowing employees to 'sell back' unused vacation time has been raised. This option allows for employees to opt to supplement their salary with income as opposed to time off, which they may place more value on. NYLA also recognizes the value of encouraging employees to utilize their vacation time for personal renewal.

The Executive Committee would like to propose the following:

- Once per fiscal year, an employee with at least three years of service, can sell back a minimum of 10, and no more than 20 days worth of vacation time.
- The employee must retain a balance of a minimum of three days of vacation time, and must have a minimum of five days of sick time available.
- The time would be purchased at 85% of the employee's regular salary rate.
- All appropriate taxes withheld.

This does create a cash impact on the budget (which we can absorb), but conversely would reduce the carried liability from our balance sheet. (Employees accumulated vacation time is carried on NYLA's balance sheet as a liability. By allowing employees to sell back time this liability is removed, and as proposed, at a 15% discount.)

The 85% rate has two purposes – one it serves as a slight incentive for employees to take their vacation time as opposed to selling it, and two it provides a financial benefit to NYLA as it removes the accrued vacation time liability from the books at a 15% discount.

MOTION VI: Motion to approve the employee vacation time buy-back policy as presented, to take effect immediately, and to be incorporated into the next round of revisions of the NYLA Personnel Manual.

Made by: Dan Hubbs, Seconded by: Cassie Guthrie

Approved unanimously.

d. Alternate Insurance Coverage – Dental vs. Health <Action anticipated>

NYLA covers 100% of the premiums for employees for health insurance, and 0% of the premiums for dental insurance. Should an employee opt out of health coverage (by receiving coverage elsewhere) but does choose to opt in to dental coverage – it is proposed that the dental coverage premium be covered by NYLA. Should the employee's status change and they enroll in health insurance via NYLA, they would again be responsible for the cost of the dental insurance premium.

MOTION VII: Motion to approve the alternate insurance premium coverage, dental versus health care, policy as presented, to take effect immediately, and to be incorporated into the next round of revisions of the NYLA Personnel Manual.

Made by: Tim Burke, Seconded by: Claudia Depkin

e. Center for the Book Operational Review <Action anticipated>

Once every three years, NYLA is required to renew our agreement with the Library of Congress to continue to serve as host organization for the Empire State Center for the Book (CFTB).

CFTB Chair, Rocco Staino joined the call as a guest and presented on the recently completed, and upcoming, projects for the CFTB. Discussion centered on the available options for other potential host organizations, and the impact of the CFTB operations on the NYLA staff.

MOTION VIII: Motion to renew the agreement with the Library of Congress, to continue to serve as host organization for the Empire State Center for the Book for an additional three year term, beginning in 2017.

Made by: Claudia Depkin, Seconded by: Jill Leinung

Approved by all present with the exceptions of Tim Burke, Cassie Guthrie, and Grace Riario who were opposed.

MOTION VI: Motion to adjourn the March 16, 2017 NYLA Council Meeting at 4:45 PM

Made by: Barbara Stripling, Seconded by: Tim Burke

Approved unanimously.