



*The Voice of the Library Community*

**New York Library Association**

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## **NYLA Council Meeting**

Thursday, March 19, 2015

3:00 PM to 4:30 PM

via Conference Call

NYLA President, Geoff Kirkpatrick Presiding

## **Council Meeting Minutes**

**In Attendance:** Geoff Kirkpatrick, *NYLA President*; Sara Kelly Johns, *NYLA Immediate Past President*; Debby Emerson, *NYLA President-Elect*; Tim Burke, *Treasurer*; Claudia Depkin, *Treasurer-Elect*; Karen Gardner-Athey, *ASLS President*; Lisa Wemett, *FLS President*; Lauren Comito, *LAMS President*; Brian Hildreth, *PLS President*; Jennifer Husenitza, *RASS President*; April Steenburgh, *SMART President*; Jill Leinung, *SSL President*; Mary Ferris, *YSS President*; Sheryl Knab, *Councilor-at-Large*; Charlie Kelly, *Councilor-at-Large*; Sue Kowalski, *Councilor-at-Large*; Marcy Strong, *Councilor-at-Large*; Rebecca Lubin, *Councilor-at-Large*; Rocco Staino, *ALA Chapter Councilor*; Todd Schlitt, *SCLA Representative*; Jeremy Johannesen, *NYLA Executive Director (ex-officio)*

**Guest:** Mike Nepl, *NYLA Director of Government Relations and Advocacy*

**Absent:** Sue Considine, *Councilor-at-Large*

1. Welcome
2. Approval of Minutes from February 5, 2015 NYLA Council Meeting

**MOTION I:** Motion to approve the minutes of the February 5, 2015 Council Meeting, as submitted.

Made by: Rocco Staino, Seconded by: Debby Emerson

Approved unanimously.

3. Finance Report
  - a. January Financial Statement / Report

Tim Burke provided a verbal review of the January Financial Statement. It was noted that the final payment from the Digital Literacy program of \$98K has been received since the preparation of the monthly statement.

- b. Progress Update on FY 2015-16 Budget Development

A draft version of the FY2015-16 NYLA operating budget is being assembled. After review by the NYLA Treasurer, Treasurer-Elect and Executive Director, the draft will be considered by the NYLA Executive Committee. A finalized draft will be distributed well in advance of the May 7 Council meeting.

4. President's Update

Geoff Kirkpatrick acknowledged everyone who participated in NYLA's Community Conversations on Tuesday, February 24, as well as those who attended Library Advocacy Day on Wednesday, February 25.

Arrangements for officer elections for the Intellectual Freedom and Retiree Roundtables are being finalized.

## 5. Executive Director's Update

Jeremy Johannesen provided brief updates on organizational activities; including a call for submissions for the April eBulletin.

## 6. Legislative Update

Mike Neppi reviewed the current NYS Budget process. The NYS Senate has included a \$5M increase in their one house budget resolution, the NYS Assembly included a \$2M increase in their version. Both include a \$1.3 MTA payroll tax rebate, and \$14M for the library construction aid program. Advocacy efforts supported by NYLA's online advocacy center have resulted in over 3200 advocates sending over 44K letters to Albany.

## 7. Unfinished Business - none

## 8. New Business

### a. NYLA125 Initiative

In honor of NYLA's 125 Anniversary in 2015, a capital campaign is proposed to solicit funds to be used to 'buy down' the mortgage on the NYLA Headquarters. The program is targeted for a July 1 rollout to coincide with the NYLA fiscal year. 100% Council participation in this fundraising effort will be encouraged.

**MOTION II:** Motion to establish a NYLA125 capital campaign fund, with the proceeds to be used toward the financing of the mortgage on the 6021 State Farm NYLA office.

Made by: Tim Burke, Seconded by: Sara Kelly Johns

Approved unanimously.

### b. NYLA Library of the Year Award

Based on the recommendation put forward by SKD Knickerbocker as part of the recently completed communications audit, a new award is being proposed to recognize the NYS Library of the Year. It is envisioned that the award would be given to four libraries annually, one public library serving a large population, one public serving a small population, one school library, and one academic or special library. The award would incorporate engagement with elected officials. The Awards Committee in collaboration with the Sections will develop and present a formal framework for the award for approval by the NYLA Council.

### c. NYLA Regional Event Challenge Grants Program

Based on feedback from one of the NYLA Community Conversations, a new program is being proposed to make small funding awards to projects that regionally promote NYLA and NYLA membership. A formal proposal to include: an application, review and reporting structure, as well as a funding mechanism, will be developed.

### d. Executive Director Evaluation Timeline

The following timeline for the evaluation of the NYLA Executive Director was presented:

- May 1 – The Executive Director delivers a status update in writing regarding progress on the current year's goals to the Past President.
- June 1 – Past President begins the evaluation process by seeking feedback from the sitting NYLA Council. Feedback can be generated at the Past President's discretion, via survey, email, telephone, conversation, etc.
- July 15 – The Past President uses the collected feedback to prepare a written evaluation document that outlines the ED's/NYLA's major accomplishments in the last year, summarizes the feedback from Council, and also notes any areas that require attention going forward.
- August – Final evaluation is presented to NYLA Council for consideration at the August meeting. The Council will also discuss and approve any change in the Executive Director's salary, which would take effect September 1.

- Upon approval of the evaluation, a meeting is scheduled between the Executive Director, Past President, President, President-Elect and Treasurer to discuss the evaluation and any salary adjustment approved by Council. Goals for the following year should be agreed upon at that meeting. The Past President will share the goals in writing with Council.

**MOTION III:** Motion to approve the NYLA Executive Director Evaluation Timeline as presented.

Made by: Debby Emerson, Seconded by: Rebecca Lubin

Approved unanimously.

**MOTION IV:** Motion to adjourn the March 19, 2015 NYLA Council Meeting at 4:12 PM.

Made by: Sue Kowalski, Seconded by: Rebecca Lubin

Approved unanimously.

### **Upcoming NYLA Council Meeting Dates**

Thursday, May 7 – Fayetteville Free Library (Reports Due: April 23)

Thursday, June 18 – Conference Call

Thursday, August 6 – NYLA Office (Reports Due: July 23)

September 17 – Conference Call

Wednesday, October 21 @ NYLA Conference