



NYLA Council Meeting

Wednesday, November 2, 2016

11:00 AM to 3:00 PM

Saratoga Hilton, Saratoga Springs, NY

NYLA President, Debby Emerson Presiding

In Attendance: Debby Emerson, *NYLA President*; Barbara Stripling, *NYLA President-Elect*; Geoff Kirkpatrick, *NYLA Immediate Past President*; Claudia Depkin, *Treasurer*; Cassie Guthrie, *Treasurer-Elect*; Marcy Strong, *ASLS President*; Sarah Sachs, *FLS President*; Frank Rees, *LAMS President*; Judith Wines, *PLS President*; Julia Schult, *RASS President*; Nancy Howe, *SMART President*; Mary Jo Smith, *YSS President*; Sue Kowalski, *Councilor-at-Large*; Grace Riario, *Councilor-at-Large*; Rebecca Lubin, *Councilor-at-Large*; Sheryl Knab, *Councilor-at-Large*; Jeri Cohen, *SCLA Representative*; Rocco Staino, *ALA Chapter Councilor*; Jeremy Johannesen, *NYLA Executive Director (ex-officio)*

Absent: Susan Polos, *SSL President*; Elaine Lasda, *Councilor-at-Large*; Charlie Kelly, *Councilor-at-Large*

Guests: Tim Burke, *Incoming President-Elect*; Michelle Young, *Incoming ASLS President*; Dan Hubbs, *Incoming PLS President*; Janet Kreason, *Incoming FLS President*; Michelle Miller, *Incoming SSL President*; Jennifer Ferriss, *Incoming ALA Chapter Councilor*; Jill Leinung, *Incoming Councilor-at-Large*; Christian Zabriskie, *Incoming RASS President*; Galina Tsvaygenbaum, *NYLA Director of Finance*; Mike Neppel, *NYLA Director of Government Relations and Advocacy*; John Bryans, *Bryans & Gramuglia CPAs*; Matthew Bollerman, *Co-chair NYLA Sustainability Initiative Committee*

Council Meeting Minutes

1. Welcome / Review of Agenda
2. Approval of Minutes from September 15, 2016 NYLA Council Meeting

MOTION I: Motion to approve the minutes from the September 15, 2016 NYLA Council Meeting as presented.

Made by: Claudia Depkin, Seconded by: Mary Jo Smith

Approved unanimously.

1. Finance Report
 - a. Presentation of FY2015-16 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
 - No uncorrected audit adjustments
 - No proposed auditor journal entries
- 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:

- Cash increased year over year by \$87K
- The assets to liabilities ratio is 2.89 : 1 – leaving NYLA well positioned
- The debit to assets ratio is .35 : 1 – again leaving NYLA well positioned
- Membership dues revenue increased \$32K year over year.
- The NYLA125 Capital Campaign generated \$37K
- Total net assets were down by \$42K for the year, to a total of \$1.462M

Direct questions from Council members were addressed by John Bryans.

The question of using reserve funds to retire the mortgage on the NYLA office was posed. It was deemed to be a sound and viable option, yet unknown whether it would provide a better return than the current rate of return on the investments.

MOTION II: Motion to approve the auditor’s report as presented.

Made by: Claudia Depkin, Seconded by: Sheryl Knab

Approved unanimously.

b. September Financial Statement / Report

NYLA Treasurer Claudia Depkin reviewed her written report and addressed specific questions on the monthly financial report.

2. Unfinished Business

a. NYLA Strategic Plan

NYLA President Debby Emerson presented the Strategic Plan 2017-2020. Suggested edits were put forward and discussed.

MOTION III: Motion to approve the 2017-202 NYLA Strategic Plan as presented with edits as discussed.

Made by: Geoff Kirkpatrick, Seconded by: Rebecca Lubin

Approved by all present with the exception of Cassie Guthrie who was opposed.

3. New Business

a. Retirement of NYLA Mortgage

NYLA Treasurer Claudia Depkin, and NYLA Treasurer-Elect Cassie Guthrie presented the findings of their investigation into retiring the mortgage on the NYLA office building. By using \$165K from the Fund for the Future, together with the \$37K raised by the NYLA125 Capital Campaign, the mortgage can be retired, resulting in a savings of over \$30K in interest payments.

MOTION IV: Motion to use funds from the NYLA125 Campaign and Fund for the Future to retire the mortgage on the NYLA office building.

Made by: Claudia Depkin, Seconded by: Mary Jo Smith

Approved unanimously.

b. NYLA Committee Reauthorizations

i. Legislative Committee

Charge

The Legislative Committee serves to represent each of NYLA's constituent groups for the research, monitoring and support or opposition to legislative (including laws, rulings, ordinances, or legal decisions) and funding issues that impact New York's library community, at the local, state and national level.

Composition

The chair is appointed by the NYLA President-Elect for a one-year term, with start and end dates coinciding with the Annual Conference. Each year, the NYLA President-Elect also appoints two at-large members who serve for a three-year term, with start and end dates coinciding with the Annual Conference, for a total of six at-large members. Each Section shall appoint a representative to serve on the committee for a renewable one-year term, with start and end dates coinciding with the Annual Conference.

Each of NYLA's affiliate organization may appoint an ex-officio representative to the committee (PULISDO, ESLN, SLSA, Central Library Directors, NYSL-DLD, LTA). The NYS Coordinator for ALA National Library Legislative Day (NLLD) holds an ex-officio seat on the committee. Each of the 'big three' NYC library systems are invited to send an ex-officio representative.

Chair: Rebekkah Smith Aldrich

At-Large Appointments:

Lauren Moore, Sara Kelly Johns

MOTION V: Motion to reauthorize the NYLA Legislative Committee, charge and composition as submitted.

Made by: Cassie Guthrie, Seconded by: Julia Schult

Approved unanimously.

ii. Membership Committee

Charge

The Membership Committee works to develop strategies for the recruitment and retention of NYLA members, both personal and institutional, through communication with Section and Roundtable leadership, and in concert with the NYLA staff.

Composition

The chair is appointed by the NYLA President-Elect for a one-year term, with start and end dates coinciding with the Annual Conference. The NYLA President-Elect also appoints two at-large members who serve for a three-year term, with start and end dates coinciding with the Annual Conference. Each Section shall appoint a representative to serve on the committee for a renewable one-year term, with start and end dates coinciding with the Annual Conference.

Chair: Geoff Kirkpatrick

At Large Appointments:

Jennifer 'Charlie' Kelly, Anna Rose Foley

MOTION VI: Motion to reauthorize the NYLA Membership Committee, charge and composition as submitted.

Made by: Rebecca Lubin, Seconded by: Julia Schult

Approved unanimously.

iii. Continuing Education Committee

Charge

The role of the NYLA Continuing Education (CE) Committee is to encourage professional development on an ongoing basis. The CE Committee will develop opportunities for personnel at all levels in all types of libraries to be provided at the Annual NYLA Conference, regionally across New York State, via remote technologies and other appropriate channels. Collaboration within NYLA and with other state and national professional associations will be encouraged.

Composition

The Chair is appointed by the NYLA President-Elect for a one-year term, from the end of the Annual Conference to the end of the following Annual Conference. Each year, the NYLA President-Elect also appoints two at-large members who serve for a three-year term, with start and end dates coinciding with the Annual Conference, for a total of six at-large members. Each Section shall appoint a representative to serve on the committee for a renewable one-year term, with start and end dates coinciding with the Annual Conference.

Chair: Deanna DiCarlo

At Large Appointments:

Emily Clasper, Doreen Bergman

MOTION VI: Motion to reauthorize the NYLA Continuing Education Committee, charge and composition as submitted.

Made by: Claudia Depkin, Seconded by: Julia Schult

Approved unanimously.

iv. Communications Committee

Charge

The Communications Committee serves to increase communication and ensure the accuracy of all distributed information and to provide for continuity across units. The Communications Committee is also responsible for the development of, and referral to Council, of policies governing unit communication standards.

Composition

The chair is appointed by the NYLA President-Elect for a one year term, with start and end dates coinciding with the Annual Conference. Each year, the NYLA President-Elect also appoints one at-large member who serve for a three year term, with start and end dates coinciding with the Annual Conference, for a total of three at-large members. Each Section shall appoint a representative to serve on the committee for a renewable one-year term, with start and end dates coinciding with the Annual Conference.

Chair: Lauren Comito

At Large Appointment:

Kerstin Cruger

MOTION VII: Motion to reauthorize the NYLA Communications Committee, charge and composition as submitted.

Made by: Mary Jo Smith, Seconded by: Julia Schult

Approved unanimously.

v. NYLA Sustainability Committee

Charge

The charge of the NYLA Sustainability Initiative Committee is to guide work to create leadership development and resources designed to mobilize libraries to think sustainably; in a way that builds awareness and consensus,

inspiring action in the library community to own their role as sustainability leaders; so that communities thrive, bounce back from disruption and are infused with new and better life for everyone.

Composition

The NYLA President-Elect appoints a Chair for a one-year term, with start and end dates to coincide with the Annual Conference. The Committee Chair appoints a minimum of three additional members of the committee to serve for a one-year term, with start and end dates coinciding with the Annual Conference.

Co-Chairs: Rebekkah Smith Aldrich / Matthew Bollerman

MOTION VIII: Motion to reauthorize the NYLA Sustainability Committee, charge and composition as submitted.
Made by: Claudia Depkin, Seconded by: Cassie Guthrie
Approved unanimously.

vi. Intellectual Freedom Committee

Charge

The Intellectual Freedom Committee of NYLA recommends policy to and interprets policy for NYLA, responds to threats to Intellectual Freedom involving libraries in New York State and supports other organizations that promote Intellectual Freedom in New York State and the nation. Specifically, the Intellectual Freedom Committee shall:

- Be informed of all current Intellectual Freedom issues and legislation occurring in New York State and keep abreast of issues and legislation occurring outside New York State.
- Respond to and attempt correction of all infringements and violations by any individual, group or library, of the principles of intellectual Freedom as set forth by the American Library Association in the Library Bill of Rights.
- Act in concert with the Legislative Committee of NYLA to analyze and, as needed, act upon legislation that might have an impact on Intellectual Freedom.
- Upon request consult with any librarian whose employment or position is threatened in an incident involving Intellectual Freedom and if necessary refer the matter to the President of NYLA.
- Upon request assist other organizations in responding to infringements and violations of the principles of Intellectual Freedom.
- Maintain a clearinghouse of information concerning Intellectual Freedom for the use of the Committee and members of NYLA.

Composition

The Intellectual Freedom Committee will be comprised of the elected board members of the Intellectual Freedom Roundtable.

MOTION IX: Motion to reauthorize the NYLA Intellectual Freedom Committee, charge and composition as submitted.
Made by: Mary Jo Smith, Seconded by: Julia Schult
Approved unanimously.

c. NYLA Dewey Scholarships 2016

The following individuals have been put forward by the deans of their respective programs as nominees for the 2016 NYLA Dewey Scholarship program.

University at Albany – Jessica Bechard
University at Buffalo – Sebastian Galbo
C.W. Post/LIU – Joneil James
Pratt Institute – Tiffany Carcamo
Queens - Kara Kratcha

St. John's – Lindsay Jankovitz
Syracuse University – Rebecca Fitzgerald

MOTION X: Motion to approve the 2016 slate of NYLA Dewey Scholars as presented.

Made by: Rebecca Lubin, Seconded by: Rocco Staino

Approved unanimously.

d. NYLA Endorsements of Candidates for ALA Office

ALA Chapter Councilor Rocco Staino brought forward the requests from two NYLA members running for office with ALA who requested endorsement from the NYLA Council.

The precedent for making endorsements of NYLA members running for ALA office was discussed, as well as the practice of distributing the names of all NYLA members who will be appearing on all ALA related ballots (without comment or endorsement).

MOTION XI: Motion for the NYLA Council to endorse Lodia Garcia-Febo as candidate for the position of ALA President.

Made by: Rocco Staino, Seconded by: Mary Jo Smith

Approved by all those present with the exceptions of Barbara Stripling, Debby Emerson and Jeri Cohen who were opposed, and Cassie Guthrie who abstained.

MOTION XII: Motion for the NYLA Council to endorse Sara Dallas as candidate for the position of PLA President.

Made by: Rocco Staino, Seconded by: Rebecca Lubin

Approved by all those present with the exceptions of Barbara Stripling, Debby Emerson and Jeri Cohen who were opposed, and Cassie Guthrie who abstained.

e. Resolution Honoring Senator Hugh Farley

The resolution that had been prepared honoring Senator Hugh Farley upon his retirement, and commemorating the renaming of the Outstanding Advocate for Libraries Award in his name was reviewed.

MOTION XIII: Motion to approve the Resolution Honoring Senator Hugh Farley as presented.

Made by: Cassie Guthrie, Seconded by: Sheryl Knab

Approved unanimously.

f. Approval of 2017 Legislative Agenda

Materials were not available in advance of the meeting to permit for this item to be acted upon. The NYLA Executive Committee will take up this matter in advance of the December Council meeting.

g. Approval of NYLA Above & Beyond Award

This item was acted upon out of order while Rocco Staino was out of the room.

MOTION X: Motion to approve Rocco Staino as the recipient of the 2016 NYLA Above & Beyond Award.

Made by: Geoff Kirkpatrick, Seconded by: Sarah Sachs

Approved unanimously.

4. President's Report

NYLA President Debby Emerson reviewed her written report and offered her thanks to the members of Council for a rewarding and productive year.

5. President-Elect's Report

NYLA President-Elect Barbara Stripling reported on the progress of her Everyday Advocacy Taskforce, and the appointment of Ron Kirsop and Sue Kowalski as co-chairs for the initiative.

6. Past-President's Report

NYLA Past President Geoff Kirkpatrick reviewed his written report, and expressed his thanks to the Council.

7. Executive Director's Report

Jeremy Johannesen reviewed his written report, and addressed questions.

8. Legislative Report

Director of Government Relations & Advocacy, Mike Nepl, provided an update on NYLA's legislative activities, including recent meetings with the leadership in each house of the Legislature, the Board of Regents 2017 Legislative Priorities, and NYLA's off-set budget advocacy efforts.

9. Section / Roundtable / Committee Reports

Each Section representative referred to their written report as submitted.

NYLA Sustainability Initiative Committee Co-chair, Matthew Bollerman, presented on the committee's activities, including the newly released Road Map to Sustainability, available in print and as a mobile application. Additionally, he called for ongoing support and commitment from the NYLA Council.

NYLA Civil Service Task Force Chair, Claudia Depkin, reported on the activities and accomplishments of the Task Force, including updates to the Glossary of Civil Service Terms, and the Field Guide to Civil Service in NYS, which lists every public library in the state, and their status in regard to participation in the civil service system.

MOTION IX: Motion to adjourn the November 2, 2016 NYLA Council Meeting at 2:43 PM.

Made by: Sheryl Knab, Seconded by: Julia Schult

Approved unanimously.