

SUMMARY OF MAJOR ACTION AND DISCUSSION ITEMS

ACLA General Membership Meeting

January 30, 2007

- ACLA Board Members present introduced themselves (including President Wendy Smith, Vice President Janet Lockhart, Treasurer Vanessa Gleason, Secretary Terrence Farrell, Ombudsman Sanjay Saha, and LAC Representative Cynthia Richey).
- President Smith listed Goals for the year ahead:
 - Increase communication among member libraries and between member libraries and the board.
 - Assist with the consulting process related to the formula.
 - Review direct services operations (Bookmobile and Knowledge Connections).
 - Establish a development position on the ACLA staff, funded from outside sources and/or self-sustaining, to support local library efforts in fundraising as well as generate new funds for specific programs and services.
 - Conduct a review of the ACLA bylaws.

Smith noted that the Board would be holding a retreat in February to review the strategic plan initiatives for 2007. With regard to communications:

- The President (and regional representatives to the ACLA Board) will be hosting regional conversations with library directors and trustees. The first is scheduled in the east region on March 29 at 7:00 at the Carnegie Library of McKeesport. Other meetings are currently being scheduled.
 - Summaries of both ACLA Board and General Membership meetings will continue to be sent out following meetings, and full minutes, once approved, will be posted to the ACLA web site.
 - Board Committees are being formed for 2007. Once membership has been confirmed, the committees will also be posted to the ACLA web site (www.aclalibraries.org under About Us).
 - All correspondence received by ACLA will result in a letter (or email) confirming receipt and stating how the matter will be addressed. Subsequent communication will be sent indicating the outcome related to the matter. If this does not occur, please notify the ACLA office or the Board to pursue the matter.
- Reports were delivered by regional library conveners outlining many initiatives throughout the County, including Keystone projects that have been funded. Of note, the Commonwealth is sponsoring another round of Keystone grants in 2007. This program is designed specifically for local municipalities on behalf of local library construction projects. For more information, contact the ACLA office or the District Consultant.
 - The annual Trustee Institute sponsored by Commonwealth Libraries will be held April 27 and 28. More information will be coming soon. This is an excellent opportunity for local trustees to network with peers and attend informative workshops at no charge.

- The ACLA Ombudsman for 2007 is Sanjay Saha. Guidelines adopted by the Board for this new position indicate that the ombudsman will serve the directors and trustees of member libraries. Those guidelines are posted to the ACLA web site under About Us / Board.
- Jennifer Fox Rabold, Chair of the Innovations and Best Practices Committee, presented preliminary recommendations. The top three recommendations include, in summary:
 - *Creating Savvy Advocates*
 - *Establishing ACLA Achievement Awards*
 - *Improving and increasing Inter-Library Communications*
- Beth Mellor, Marketing Coordinator, presented summary findings from the countywide customer service survey conducted in the fall. This study, funded by an LSTA grant, was designed by Holy Cow Consulting. A full presentation to library directors will be made at the next LAC meeting. The General Membership presentation is available on the ACLA website.
- Treasurer Vanessa Gleason presented an overview of the 2007 proposed budget. That overview is available on the ACLA website under About Us. Following the presentation the budget was unanimously approved by the member libraries.