

SUMMARY OF MAJOR ACTION AND DISCUSSION ITEMS

ACLA General Membership Meeting

April 30, 2007

- ACLA President introduced ACLA Board Members in attendance, and announced that John Lydon, South Region Representative, had been compelled due to time constraints to tender his resignation from the Board. The resignation has been regretfully accepted, Smith noting Lydon years of commitment and service to the organization. Saha will assume Lydon's role as Chair of the Personnel Committee. The ACLA Board will assist the South Region in any way possible as the regional members seek to identify a new South Region representative.
- Smith reported on her first President's conversation hosted by the East Region and the Carnegie Library of McKeesport. Twelve of thirteen member libraries were in attendance. A productive discussion was held covering:
 - Formula and funding issues
 - Direct services provided by ACLA
 - Recommendation to add information to the ACLA web site related to the RAD Formula Consultant Process
 - Bulk purchasing optionsThe next conversation is scheduled with the South Region on June 6 at 7:00 p.m. at the Mt. Lebanon Public Library.
- Smith noted that the ACLA Board intends to conduct reviews of all outreach operations. The Knowledge Connection review is currently in progress.
- Treasurer Gleason presented financials from the first quarter and observed that the organization is on track relative to both revenues and expenditures. The Finance Committee is continuing to analyze the format for financial reports and may have additional changes to recommend.
- Each of the regions presented highlights from their members.
- Written reports were provided from:
 - Strategic Plan Review Committee
 - Librarians Advisory Council
 - District Services
- Smith gave a status report on the RAD Formula Consultant Process.
 - Five proposals were received in response to the RFP distributed. The Board appointed a review team that rated all proposals against a criteria grid and made a recommendation in terms of top candidate (Olszak Management Consulting, Inc). Results were shared with the member libraries and the Board. The Board

May 1, 2007

reviewed the findings and recommendation together with input from a number of member libraries. The Board concurred with the recommendation.

- The recommendation was sent to the RAD Board, together with copies of the five proposals and the rating grid. The RAD approved the recommendation and added an additional requirement for individual interviews at each of the member library sites. The RAD subsequently approved a revised proposal and overall cost.
 - The consultants have already begun field work reviewing documentation, finalizing a timeline, setting up a work plan. They will begin scheduling member library interviews shortly.
 - Each library will be asked to identify up to three representatives for the interview. Baseline questions will be provided in advance to assist libraries in framing input and provide some level of consistency across the interviews. Libraries are encouraged to raise any concerns, observations, and comments that they wish.
 - The ACLA web site will provide information related to the project including:
 - i.* the scope of service,
 - ii.* a link to the consultants' web site,
 - iii.* a timeline,
 - iv.* the baseline interview questions, and
 - v.* other documents and reports that are relevant throughout the process.
- The member libraries approved an overall request (\$8,052,000) and distribution plan to be submitted to the RAD for 2008. The overall request represents a 3% increase. Details on this request will be posted to the web site.
- Smith and Lowry announced 2007 ACLA Achievement Awards that will be made in conjunction with the Annual Awards Reception in the fall. Information will be sent to library directors and posted to the web site.
- The Innovation and Best Practice Committee presented a message to be delivered to legislative aides in May. This presentation will be adapted for additional audiences and made available to local libraries as well.