

**MINUTES  
SPECIAL GENERAL MEMBERSHIP MEETING**

**MONDAY, JULY 30, 2007  
CABARET AT THEATRE SQUARE  
PENN AVENUE, PITTSBURGH, PA**

- I. **Call to Order** – Lisa Olszak, Olszak Management Consulting, called the meeting to order at 7:00 p.m.
  
- II. **Review of Findings & Recommendations** – Kate Sphar, Olszak Consulting, gave a brief overview of the methodology, findings, and recommendations summarized in their draft report which is attached to these minutes.
  
- III. **Feedback & Discussion** – The following are highlights of comments offered by the General Membership in response to the draft report:
  - A. The consensus from the membership is that the report is long but concise and accurate.
  - B. The ACLA Board is supportive of the process but it needs to be membership driven.
  - C. The findings presented are symptoms of a bigger problem in the organization.
  - D. It may be difficult to get 20 people to do 20 months of work due to turnover in Boards, etc. Alternate members should be chosen. ACLA staff should not manage the process. All libraries should sign an agreement to support the outcomes of the process.
  - E. The ACLA Board asked that the consultants present the report to the RAD Board rather than the ACLA Board itself. Since Olszak prepared the report it should also present its findings so as to answer any questions that may arise.
  - F. ACLA is the only recipient of RAD funding that presents a formula to RAD for distribution of monies.
  - G. If the process begins at the regional level a smaller number than five members from each region may be needed to report to the committee. The Central Region should be included as an objective party. An odd number of members may be good for voting purposes.
  - H. A log of committee progress should be kept for new committee members who join after the initial process begins.
  - I. Olszak could not give an estimated cost of retaining a consultant for the time period involved or who should pay for the consultant, but they would like to be included on a list of bidders.
  - J. All decisions regarding who sits on the committee are to be made at the regional level.

- K. It was requested that more detail of other federated systems examined be included in the final report.
  - L. It was requested that a more objective description of how the old process failed and how Olszak's recommended process will succeed be detailed in the final report.
  - M. What controls will be in place to keep the process in check even if libraries are still in disagreement when the process is completed?
  - N. It has not yet been determined if RAD is agreeable to engaging a consultant and continuing the current formula for two more years.
- IV. Next Steps & Upcoming Decisions** – A final report will be issued based on comments and suggestions from tonight's meeting. This report will be electronically transmitted to the member libraries and to RAD for response and next steps.
- V. Public Comment Period** – Glenn Walsh suggested one member of the public representing each region be appointed to the committee.

The meeting was adjourned at 9:00 p.m.

**Respectfully submitted,**

---

**Terrence Farrell, Board Secretary**