

**MINUTES
ALLEGHENY COUNTY LIBRARY ASSOCIATION**

**BOARD OF DIRECTORS MEETING
MARCH 17, 2008**

BOARD MEMBERS IN ATTENDANCE: Wendy Smith, Sanjay Saha, Bob Kollar, Sara Jane Lowry, J. Terrance Farrell, Cynthia Richey, and via teleconference Dorothy Davis, Diane Yates, and Shawn Flaherty.

BOARD MEMBERS ABSENT: None

OTHERS IN ATTENDANCE: Marilyn Jenkins, Ronald Stout, Carolyn Marks, and Connie Galbraith.

6:05 P.M. Call to order – Wendy Smith

A. Determination of Quorum – Quorum established.

B. Public Comments – None

C. Request for Additions or Changes to the Agenda

1. Davis requested a read-only section of the website be designated for review of Board information. She also suggested Stout review the Right-to-Know laws as they pertain to committee meetings. Stout is to report at the April meeting.
2. Richey requested a discussion regarding payment of the DearReader.com subscription extension.

Minutes and Reports

A. Approval of Minutes – MOTION made by Farrell and seconded by Richey to approve the February minutes as amended. MOTION carried unanimously.

B. President – No report.

C. Ombudsman – Saha reported no one had contacted him in his capacity of ombudsman since the last Board meeting.

D. Treasurer's Report – Kollar presented the February financial reports and gave the Board a brief overview on interpretation of non-profit financial reports.

E. Executive Director – A written report had been distributed. In particular, she presented a timeline for approval of the 2009 budget and noted she met with a benefit provider regarding healthcare options for the consortium and would be convening a taskforce to discuss those

options. Per Richey's request, the marketing pieces would be forwarded to the Board for review.

F. Written Reports

1. District Services – Galbraith not present. A written report is attached to these minutes
2. LAC – No report. The March LAC meeting was cancelled.

Action and Discussion Items

- A. 2008 Audit Committee – Richey and Flaherty recommended the appointment of Verne Koch and Bill Lewis for the two trustee positions open on the committee. Kollar dissented noting neither candidate is a CPA and also recommended broader diversification of the membership as one candidate represents Mt. Lebanon Library, which is Richey's library, and the other Lauri Ann West Library, which is the library on which Flaherty served as trustee until joining the ACLA Board. He expressed concern that four out of five members of the Committee would be from the two libraries. Kollar also noted that one of the other candidates was a CPA and recommended including that individual on the Committee. He listed three functions of the Audit Committee: to review the work of the auditors, to review the audited financial statements, and to review the auditor's recommendations regarding the system of internal controls. Richey, Flaherty, and Farrell spoke to the merits of the two proposed candidates, citing their business experience, financial analyses, and comprehensive annual financial reports, and their demonstrated commitment to libraries, history of involvement in ACLA issues, and personal character. MOTION and second came from Committee to appoint Mr. Koch and Mr. Lewis to the Audit Committee. MOTION carried with 5 in favor and 4 opposed.
- B. 2008 Ombudsman – Smith presented Larry Foulke's name as candidate for the 2008 Ombudsman position. Mr. Foulke is a former trustee from Pleasant Hills Library and recipient of an ACLA Trustee of the Year award in the past. MOTION made by Richey and seconded by Smith to accept Mr. Foulke's appointment as the 2008 Ombudsman. MOTION carried with one abstention.
- C. Formula Oversight Committee Recommendations – Farrell reported the committee agreed this is a member-driven process and the Board and ACLA staff should be "observers" in Phase 2 but noted the committee could re-examine that decision later in the process. MOTION and second came from Committee that ACLA Board and staff participate in Phase 2 of the formula development process as observers only. MOTION carried unanimously.
- D. Personnel Committee – Saha noted the committee's two priorities for 2008 would be to develop a process for review of the Executive Director's performance and also review the FMLA policy.

- E. Funding of DearReader.com – Richey, as she had indicated to LAC she would, asked the Board to consider funding the three-month \$3,260.00 extension of the DearReader.com subscription on behalf of the member libraries. ACLA had funded the extension until the libraries determined how they wished to handle the subscription going forward. During the extension period the LAC determined to discontinue the subscription altogether. Jenkins noted that at its last meeting the Librarians Advisory Council voted to reimburse ACLA for the cost of the extension through equal payments from member libraries and currently 2/3 of the members had already made payment. The Board endorsed the LAC's decision.

The public session of the meeting was adjourned at 8:00 p.m. and the Board went into Executive session to discuss eiNetwork, State funding issues, and the mission, vision, and goals of the organization.

Respectfully submitted,

J. Terrence Farrell, Secretary