

# **SUMMARY OF MAJOR ACTION AND DISCUSSION ITEMS**

## **ACLA Board of Directors Meeting**

**January 15, 2007**

- The President outlined several priorities for 2007:
  - Improving organizational communication (through regional conversations, accessibility of organizational documents, Ombudsman, regional reports at General Membership meetings, etc.),
  - Supporting the work of the consultants on reviewing the member-approved formula and process (in concert with the RAD),
  - Evaluating outreach services (in particular, Knowledge Connections),
  - Pursuing establishment of a development position (to be grant-funded initially until self-supporting) that would identify new sources of funding, support countywide initiatives, and provide enhanced opportunities for member libraries,
  - Conducting a thorough review of ACLA bylaws.
  
- The Board adopted guidelines for the newly established position of Ombudsman (see attached). Sanjay Saha has been appointed to this position for 2007.
  
- Jennifer Rabold reported on findings and recommendations from the Innovations & Best Practices Committee. She will also present at the General Membership meeting on January 30.
  
- Ron Stout, legal counsel, reviewed the duties and responsibilities of nonprofit board members. Board members also received their annual Conflict of Interest disclosure statements.
  
- The Board approved a draft Request for Proposal for consultant services related to the formula review. This will be distributed to member libraries for comment by January 24.
  
- The Board adopted a 2007 Budget as recommended from the Finance Committee. A presentation regarding the overall budget will be made to the members on January 30.
  
- Saha reported on conversation with Lou Sander wherein Mr. Sander expressed concern regarding ACLA's credibility, the complexity of the formula, and a lack of sophistication among library personnel with regard to finance and business administration.

## **ACLA Ombudsman Guidelines**

The Allegheny County Library Association is dedicated to a free and open exchange of information and ideas among its members. Our goal is to promote positive relationships between the Board of Directors and our member libraries. To that end, in December 2006 the ACLA Board established the position of Ombudsman with the responsibility to hear, review, report to the Board on, and facilitate resolution of issues and concerns of member libraries. Those library trustees or library directors who wish to raise issues and concerns may do so directly to the ACLA Board (through any Board member, including Regional Representative members, ACLA's Executive Director, or by direct presentation at a Board meeting) or may avail themselves of the services of the Ombudsman.

The Ombudsman will:

- Promote the values of fairness, equity, and mutual respect.
- Hear and review concerns and issues raised by library trustees or library directors from among the ACLA members.
- Report such matters to the ACLA Board, observing confidentiality if requested but only when such confidentiality does not place the organization, or any of its members, at legal or financial risk.
- Participate in designing and implementing solutions as appropriate.
- Communicate outcomes of Board discussion to the person(s) who raised the issue or concern.

### **Conflict of Interest**

The Ombudsman will avoid any issue in which there may be a conflict of interest on his or her part. In any such instance, the trustee or library director raising such issue will be referred to the President of the ACLA Board.

### **Term of Appointment**

The Ombudsman will be appointed from the Board of Directors to serve a one-year term, renewable at the Board's pleasure.

- Adopted by the Board 01/15/07