

**MINUTES  
ALLEGHENY COUNTY LIBRARY ASSOCIATION**

**BOARD OF DIRECTORS MEETING  
JANUARY 19, 2008**

**BOARD MEMBERS IN ATTENDANCE:** Wendy Smith, Sanjay Saha, Bob Kollar, Shawn Flaherty, Dorothy Davis, Sara Jane Lowry, and Cynthia Richey

**BOARD MEMBERS ABSENT:** Terry Farrell and Diane Yates

**OTHERS IN ATTENDANCE:** Marilyn Jenkins, Kathy Robinson, Ronald Stout, Carolyn Marks, and Christy Stuber

**2:40 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 – Stout requested an addition regarding discussion of the Board Conflict of Interest statement and Richey requested discussion of the role of the ACLA Board in the formula process.

**Minutes and Reports**

- A. Approval of Minutes – MOTION made by Richey and seconded by Kollar to approve the December minutes as amended. MOTION carried unanimously.
  
- B. President – Smith reported she received a letter from the CLP Board President stating there was no desire on CLP's part to schedule a meeting to discuss outstanding issues between the two organizations. Smith stated she would be meeting with Kollar to decide the necessity of pursuing this matter further and asked Jenkins to distribute the letter to Board members.
  
- C. Ombudsman – Saha reported no one had contacted him in his capacity of ombudsman since the last Board meeting.
  
- D. Treasurer's Report – Jenkins reported that she was in the process of finalizing year-end numbers and a Treasurer's Report for December was expected to be completed by the end of January.
  
- E. Executive Director – A written report had been distributed.
  
- F. Written Reports
  - 1. District Services – No report.

2. LAC – A written report is attached to these minutes.

### **Action and Discussion Items**

- A. Approval of Revised Budget for 2008 – Smith reported that efforts to meet with CLP and negotiate matters (including the release of State funds related to populations directly served by ACLA) were not successful. A letter received December 23 indicated that CLP did not see reason to discuss the matter. Consequently, Jenkins prepared proposed budget cuts to offset the lack of revenue, including adjustments to Robinson Township Library (\$35,000), Mobile Services (\$50,000), and the balance from System Services. These recommended adjustments to the system budget are attached to these minutes. Discussion ensued and the Board noted the importance of finalizing a budget for membership approval. MOTION made by Kollar and seconded by Saha to recommend to the Members the adoption of this 2008 budget with description of impact of cuts and with the proviso that the proposed cuts to System Services be reviewed with the Librarians Advisory Council and recommendations returned to the ACLA Board. MOTION carried (4 in favor, 2 opposed, 1 abstention).
- B. General Membership Meeting Agenda – The January 2008 meeting agenda was presented and Smith noted that Action & Discussion Items had been moved up on the agenda.
- C. Board Conflict of Interest Statement – Stout presented the current statement which is completed annually by the Board and asked each member to disclose possible conflicts of interest. Smith asked each member to sign and return the document to the ACLA office within the week.
- D. Role of the ACLA Board in the Formula Process – MOTION made by Richey and seconded by Flaherty that out of respect for the formula process the ACLA Board would not participate in the initial stages of the regional process but would be willing to participate in the regional process after the initial stages as the Board is interested in the independent thoughts of the members. MOTION carried with one vote in opposition.
- E. ACLA Board Committees – The following 2008 committees were established:
  1. Audit Committee – to consist of 1 CPA, 3 Board members, and 2 additional members
  2. Finance Committee – to consist of the Board Treasurer and 2 Board members
  3. Personnel Committee – oversight of Executive Director
  4. Governance Committee – consist of 3 Board members
  5. Formula Process Oversight Committee – Ad Hoc – liaison function
  6. Bylaws Committee – Ad Hoc
  7. Incentive Grant Committee – Ad Hoc

Smith stated she would be discussing with Saha the continuation of an Ombudsman position and would bring a recommendation to the Board. She requested all board members submit their choices for committees before the next Board meeting and she would make appointments based on those recommendations.

The meeting was adjourned at 4:20 p.m.

**Respectfully submitted,**

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**Cynthia Richey – Acting Secretary**