

**MINUTES
ALLEGHENY COUNTY LIBRARY ASSOCIATION**

**BOARD OF DIRECTORS MEETING
FEBRUARY 16, 2009**

BOARD MEMBERS IN ATTENDANCE: Sara Jane Lowry, Cynthia Richey, Joy Gaetano, Brad Fish, and (via teleconference) Diane Yates, Shawn Flaherty, and Shannon Debes.

BOARD MEMBERS ABSENT: J. Terrence Farrell

OTHERS IN ATTENDANCE: Ronald Stout, Marilyn Jenkins, Carolyn Marks, Kelly McCormick, Sharon McRae, Kathy Robinson, Tina LaMark, Connie Galbraith, Lisa Olszak, Karen Rafalko, Glenn Walsh, and Kimberley Hrivnak.

6:05 P.M. Call to order – Sara Jane Lowry

- A. Determination of Quorum – Quorum established.

- B. **Public Comments** – Kathy Robinson, Crafton Public Library, read a statement praising the Critical Issues Task Force for its efforts and encouraging all Members to be involved in the process.

- C. **Consent Agenda** – MOTION made by Richey and seconded by Gaetano to accept the following items on the consent agenda as submitted:
 - 1. January 19 meeting minutes
 - 2. January Financial StatementsMOTION carried unanimously.

- D. **Requests for Additions or Changes to the Agenda**
 - 1. Richey requested follow up of the LAC discussion regarding the NEA “Big Read” program be added to the agenda.
 - 2. Due to Debes being unable to attend the meeting in person, Jenkins requested her presentation be moved to the March meeting.

- E. **Announcements** – None.

Action and Discussion Items

- A. **2009 Board Committees**
 - 1. **Audit** - Lowry requested Richey direct the Audit Committee to recommend the fifth member (citizen) for the committee as required by the bylaws.
 - 2. **Finance** - Lowry noted the Leadership-on-Board representative, Kelly McCormick, would be observing the Finance Committee in a non-voting capacity.

3. Governance – Lowry noted she would continue to serve on the Governance Committee. As the Carnegie Library of Pittsburgh has yet to appoint a representative to the Board there are fewer volunteers available. When asked, Stout concurred that from preliminary review the bylaws require three Board members to serve on this Committee.
4. Personnel – Richey objected to Fish serving on the Personnel Committee citing a potential conflict of interest as Fish is employed by Scholastic and Scholastic stands to gain from expenditure decisions made by ACLA, for example, the summer reading incentives. Gaetano indicated she did not feel this to be the case and indicated if even an appearance of conflict of interest might arise, other Committee members could cover and Fish would be able to recuse himself. Fish noted he is not employed in the division of Scholastic in terms of involvement with summer reading incentives. MOTION by Lowry and seconded by Gaetano that the Personnel Committee go forward with Lowry as Chair and Fish and Yates as members, and Gaetano as advisor. Richey and Yates opposed and Debes abstained. Yates commented that Gaetano's expertise is in human resources and she should serve on the committee. Gaetano agreed to serve. After further discussion at Debes' request, MOTION amended by Lowry and seconded by Richey to add Gaetano as an official member to the committee. MOTION carried unanimously.

MOTION made by Lowry and seconded by Fish to accept the remaining 2009 Board committees as recommended. MOTION carried unanimously.

- B. Formula Process Update – Lisa Olszak, Olszak Management Consulting, gave an update of progress on the formula development process. She presented the recommended formula structure that includes the four factors recommended by the Committee and approved by the Members. They are Base, Population, Distress, and Collection Usage. The Formula Committee has issued a draft formula for the Members' review. After a 28-day review period the Committee will hold a special meeting on March 11 to review comments from members. The Committee will then meet again in April to post changes, hold another 28-day review period, followed by a final series of regional meetings (April 29 – May 11). The final membership meeting and vote is scheduled for June 9. Olszak recommended Board members attend meetings of the Formula Committee and regional discussions. Gaetano commended the Formula Committee and Olszak for their diligence. Regarding the Collection Usage factor, she thought consideration should be made for a more generous split for the home library over the lending library, e.g., 65% - 35%, and recognition that the libraries were sharing a pool of dollars and some were sacrificing their own funding dollars to other libraries in the system.

- C. NEA “Big Read” Program – Richey noted the LAC voted not to pursue the NEA program at this time. Jenkins confirmed that in addition to private funding previously noted, the County has also provided funding for the 2009 One Book program.
- D. Looking to and Planning For the Future – As there are several members not present at the meeting, Richey suggested Fish’s presentation be moved to the March meeting. The Board concurred.

Staff Introduction – Carol Weilersbacher, Office Manager for ACLA, gave a brief presentation on her job responsibilities and duties.

The meeting adjourned at 7:15 p.m.

Respectfully submitted,

Cynthia K. Richey, Acting Secretary