

**MINUTES
ALLEGHENY COUNTY LIBRARY ASSOCIATION**

**BOARD OF DIRECTORS MEETING
FEBRUARY 22, 2010**

BOARD MEMBERS IN ATTENDANCE: Joy Gaetano, Brad Fish, Albert Kamper, Shannon Debes, Lafe Metz, and (via teleconference) Diane Yates.

BOARD MEMBERS ABSENT: Cynthia Richey, Shawn Flaherty, and Leslie Britton Dozier.

OTHERS IN ATTENDANCE: Marilyn Jenkins, Ronald Stout, Connie Galbraith, Christine McIntosh, Sharon Julian-Milas, Paula Kelly, Maria Joseph, Kathy Robinson, Jo Ellen Kenney, and Kimberley Hrivnak.

6:00 P.M. **Call to order – Joy Gaetano**
Determination of Quorum – Quorum established.

Public Comments – None.

Consent Agenda

MOTION made by Fish and seconded by Debes to accept the minutes from the January meeting with correction noted by Kamper and the January Financial Statements as submitted. MOTION carried unanimously.

Requests for Additions or Changes to the Agenda – None.

Action and Discussion Items

A. **Key Highlights from Executive Director**

1. **Funding Update**

- a. **State Funding** - Jenkins reported the Governor's preliminary budget includes another decrease in State Aid for 2011. She updated the Board on the "Cuts Hurt" marketing campaign in response to the State funding cuts. Resources are available on the local library use with legislators, and ACLA staff is also working to coordinate messaging with the Pennsylvania Library Association (PaLA) and Pennsylvania Citizens for Better Libraries (PCBL). A survey has been sent to ACLA libraries to identify two individuals from staff, trustees, or board members to volunteer to meet with local legislators and to quantify the impact of State cuts in terms of public service hours, staff, and collection purchasing.
- b. **RAD Funding/Process Update** – Jenkins reported she had a discussion with David Donahoe regarding the Library Committee and the formula process. The RAD Board will be appointing 2010 committees at its February meeting. Once those members are in place, Donahoe expects that a meeting will

be scheduled for the RAD Library Committee and the designated ACLA representatives to the process (Debes, Flaherty, McIntosh, and Jenkins). The Committee is reviewing data supplied to the RAD at their request. The concerns articulated previously pertained to the calculation of and eligibility for distress aid, interest in performance factors, and the need to determine which of the two Local Government Income calculation methods to use. Gaetano requested the data be shared with Debes, Flaherty, and McIntosh. She also requested that Debes and Flaherty provide updates on the process at ACLA Board meetings.

2. Legal Services RFP – Jenkins reported seven proposals have been received to date. Due to the weather issues the due date was extended. Metz and Dozier are to review the proposals and make recommendation to the Board.
3. Sto-Rox Update – The draft management services agreement between Sewickley Public Library and Focus on Renewal (FOR) was sent to Stout and Dozier for review against the Library Code. Based on input from Stout the agreement is being adjusted so as not to present any issue relative to the Code. Sewickley and FOR are in the process of setting a final budget.
4. Dashboard Measures – Data on various library performance measures has been gathered. Jenkins will work with the LAC to develop targets around these measures for presentation at the July Board meeting.

B. Overview of Critical Issues Process and Status Report – Jenkins presented a background on and current status of the critical issues process and taskforces as of January 2010. Based on Board discussion with input from Library representatives present, the following was concluded:

1. Mission Statement – Work completed.
2. Communications Plan – Still an active taskforce. Reconvene the Task Force with a focus on recommendations for more effective and efficient communications across the organization.
3. Easily Understood Financials and ACLA Budget – Work completed.
4. ACLA Structure – Taskforce had been sub-divided into Organizational Structure and Direct Outreach & Member Services. Organizational Structure had two aspects: changes to the ACLA Board (which will be addressed at the March ACLA Board meeting) and changes to LAC (with recommendations to be completed by LAC and presented to the ACLA Board). Findings from the Direct Outreach & Member Services group will be presented at the April ACLA Board meeting (these findings will help to inform the Board as it assesses these aspects of the organization in 2010).
5. Governance and Organizational Revisions – Still an active taskforce. This taskforce will review the ACLA bylaws depending on adopted structure changes.

6. Position Descriptions – This will be included in the work of the Governance and Organization Revisions taskforce pending completion of the Structures taskforce.
7. Sharing System Resources – Recommendations from this taskforce will be reviewed at the April ACLA Board meeting.
8. Future of Libraries – Work completed. This is an official committee adopted by the Membership at the July 2009 meeting.
9. State Standards – Still an active taskforce. A presentation will be made at the March meeting.
10. Distressed Communities – Work completed and contained within the State Standards recommendations.

Gaetano requested LAC and CILOC committee updates be a regular agenda item at future Board meetings.

- C. Five-Year Plan – Jenkins noted a new five-year plan is required by RAD. Several volunteers have offered to serve on a taskforce. Fish, Debes, and Kamper agreed to serve from the ACLA Board. The plan will need to be completed by the end of 2010. A presentation of a draft is anticipated for the October General Membership meeting with a final vote at the December General Membership meeting for submission to RAD. Included within this plan should be a review of the Member Library Agreement.

Public Comments – None.

Respectfully submitted,

Shannon Debes, Acting Secretary