

**MINUTES
ALLEGHENY COUNTY LIBRARY ASSOCIATION**

**BOARD OF DIRECTORS MEETING
NOVEMBER 15, 2010**

BOARD MEMBERS IN ATTENDANCE: Shannon Debes, Albert Kamper, Brad Fish, Diane Yates, and Shawn Flaherty.

BOARD MEMBERS ABSENT: Lafe Metz, Leslie Britton Dozier, and Cynthia Richey.

OTHERS IN ATTENDANCE: Marilyn Jenkins, John Smart, Carolyn Marks, Jo Ellen Kenney, and Connie Galbraith.

6:05 P.M. **Call to order – Shannon Debes**
Determination of Quorum – Quorum established.

Public Comments – None.

Consent Agenda - MOTION made by Yates and seconded by Kamper to accept the minutes from the October 18 Board meeting. MOTION carried unanimously. MOTION made by Kamper and seconded by Fish to accept the October financial statements. MOTION carried unanimously.

Requests for Additions or Changes to the Agenda – None.

Reports and Communication

A. Acting President's Report – Debes reported she spoke to Board members not present at the October General Membership meeting and informed them the Members had voted to approve the bylaw amendment regarding stricter Board attendance requirements at official meetings. She spoke with counsel regarding a Board member conduct protocol. Although Board members may not agree on all issues, it is appropriate that the Board act in unison and the Board Chair speak on behalf of the Board as a whole at General Membership meetings.

B. Executive Director's Report

1. Budget Update – Jenkins reported that half of the 2011 State Aid has been transferred to ACLA and is being held in escrow for distribution in January. She cautioned the remaining State Aid has not yet been received and additional funding cuts to education could be made by the new governor. Jenkins noted she is still attempting to get clarification on distribution of table gaming funds as there are

issues at the State level on collection and management of those funds.

2. Third Quarter Dashboard – Jenkins distributed the third quarter dashboard report and noted we are on target for the third quarter. One general route for MLS has been eliminated, staff is working on a tool for statistics on library web site usage, and funds from two unexpected sources were received, one from the Pittsburgh Foundation Day of Giving program and a second from Barnes and Noble Read-a-thon. These funds will be added to the System Services budget.
3. 2011 Board Members and Vacancies – Jenkins noted the North Region is working to appoint a new representative to the ACLA Board for 2011-2013.
4. Grable Funds – Jenkins noted that \$10,000 of the remaining Grable Foundation funds would be forwarded to Sewickley Public Library to fund programming and general operation of the F.O.R. Sto-Rox Community Library per the Foundation's direction.
5. Energy Savings – Jenkins noted ACLA has contracted with eCap Network to beginning performing the energy reviews for libraries. A two-hour workshop will be conducted for library directors to explain the process and assist libraries in identifying ways to become more energy efficient. ACLA has also partnered with Sustainable Pittsburgh to do additional programming in 2011 in regard to energy efficiency. She noted both programs are free of charge to libraries.

C. Board Committee Reports

1. Finance – Kamper noted a Finance Committee meeting for a final budget review would be scheduled in the new several weeks.
2. Governance – Debes noted profiles for several candidates for the At-Large position have been reviewed and the committee is moving forward with the process as outlined in the approved policy for vetting Board candidates.

D. LAC Chair Report – McIntosh not present. The LAC will not be meeting until November 17.

E. Regional Reports

1. North – Yates noted a candidate for her replacement was discussed at the last meeting.
2. South – No report.
3. East – Kenney noted a discussion and recommendations to the Strategic Plan were discussed at the last meeting.
4. West – No report.
5. Central – For Mary Frances Cooper, Galbraith reported that CLP would not be closing branches, renovations to the South Side branch are anticipated, and a new site for the Carrick/Knoxville branch is being discussed.

Specific Topics for Discussion and Motions

A. *Adoption of 2011 Meeting Schedule* – MOTION made by Yates and seconded by Flaherty that 2011 Board meetings will begin at 6:30 p.m. at the ACLA office and General Membership meetings will be scheduled at 7:30 p.m. on January 26, April 26, October 26, and December 12. The locations will be determined at a later date. MOTION carried unanimously.

B. *Strategic Plan* – Jenkins and Fish noted feedback from Members and trustees on the first draft of the Strategic Plan had been received and incorporated into the draft. The revision incorporates a more aggressive timeline and identifies three goals for the organization:

1. Institutionalize Member engagement in the decision-making model within ACLA itself.
2. Re-imagine how library service is delivered.
3. Re-think how libraries can most effectively operate and function in Allegheny County.

The committee would be meeting in December for further input and to discuss the next steps which include preparation of a Request for Proposal for a facilitator. Jenkins noted that libraries would not be asked to contribute toward the cost of a facilitator as was required with the formula process. The draft will be discussed again at the December General Membership meeting.

Public Comments – None.

The meeting adjourned at 7:15 p.m.

Respectfully submitted,

Brad Fish, Acting Secretary