

**MINUTES**  
**ALLEGHENY COUNTY LIBRARY ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**OCTOBER 18, 2010**

**BOARD MEMBERS IN ATTENDANCE:** Shannon Debes, Albert Kamper, Leslie Britton Dozier, Lafe Metz, Brad Fish, Diane Yates, and Cynthia Richey.

**BOARD MEMBERS ABSENT:** Shawn Flaherty.

**OTHERS IN ATTENDANCE:** Marilyn Jenkins, John Smart, Carolyn Marks, and Connie Galbraith.

**6:00 P.M.**     **Call to order – Shannon Debes**  
Determination of Quorum – Quorum established.

**Public Comments** – None.

**Consent Agenda** - MOTION made by Kamper and seconded by Fish to accept the minutes from the September 20 Board meeting and September financial statements. MOTION carried. Richey and Metz not present at time of vote.

**Requests for Additions or Changes to the Agenda** – None.

**Reports and Communication**

- A. **Acting President’s Report** – Debes reported on a recent conversation with RAD Board member Rob Jones. The RAD encourages Board members of organizations that receive RAD funding to donate annually to their organizations. She noted ACLA Board member donations to ACLA could be designated towards a particular program if desired (e.g., Summer Reading, One Book, programs in libraries, etc.). Debes requested Board member donations be received no later than December 31.
- B. **Executive Director’s Report**
1. **Budget Update** – Jenkins noted that ACLA’s 2011 funding proposal including the formula as submitted received preliminary approval from the RAD. The RAD will release its final budget by December 1.
  2. **2011 Board Members and Vacancies** – Jenkins noted the North Region will have a vacancy at the end of the year as Yates will not be returning for a second term. The North Region members are

currently seeking candidates. The At-Large position previously held by Gaetano is currently vacant, and the Governance Committee is in the process of seeking candidates for that position. Richey is completing her second term on December 31. A new LAC Representative would be seated in January unless the Members adopt a bylaw amendment at the next General Membership meeting on October 28 that would convert the position to an at-large seat. The Board will have at least three new members in January.

C. LAC Chair Report – McIntosh not present. Jenkins noted the results of the 2011 LAC elections. LAC officers for 2011 are Tyrone Ward, William E. Anderson Library of Penn Hills - Chair, Maria Joseph, Moon Township Public Library – Vice-Chair, Chair-Elect, Joyce Chiappetta, Baldwin Borough Library – Secretary, and Jo Ellen Kenney – Carnegie Library of McKeesport – LAC Representative to the ACLA Board.

D. Regional Reports

1. North – No report.
2. South – Richey reported at the last South Region meeting that some libraries do not show movies and therefore do not require public performance rights. Those libraries requested they not be assessed for those costs in the future. Jenkins responded she would request the matter be on the November LAC meeting for discussion.
3. East – No report.
4. West – No report.
5. Central – On behalf of Mary Frances Cooper, Deputy Director of CLP, Galbraith reported the community engagement process conducted recently by CLP resulted in additional partners for library funding. She also reported the expansion to the conveyer system in delivery at CLP should be installed by the end of 2010.

**Specific Topics for Discussion and Motions**

A. Process for Vetting Board Candidates With Member Input – Debes presented the final draft of the vetting process for Board At-Large candidates. Jenkins noted the draft was distributed to directors with a request for library input and also raised at the LAC meeting. No comments were received in opposition. One library expressed support for the process. Fish noted consensus in the open forum of the October LAC meeting favored the process.

MOTION by Yates and seconded by Metz to accept the ACLA Board At-Large Board Candidate Recommendation Process. MOTION carried unanimously.

B. Future of Libraries Committee – Fish reported the recent workshop entitled “A New Librarianship” with R. David Lankes on October 8 was well-attended, successful and thought-provoking. Lankes noted that libraries need to move from “collection management” to “connection

management,” meaning libraries need to focus on forming partnerships to be relevant in their communities.

- C. *Draft of Strategic Plan* – Fish gave a brief presentation of the draft of the three-year process which is required by RAD. He noted this is a “scenario-planning process” and highlights of the draft entitled, “Creating the Future of Our Libraries” included:
1. A review of ACLA’s mission, vision, and core values.
  2. Key questions for scenario planning include what are libraries’ core services now? What services to the citizens value? What services will the citizens want going forward? What skills and training will be required by library staff to deliver those services? What structural/partnerships will enable libraries to deliver those services?
  3. Steps in the process include designing a set of framing questions to focus the strategic inquiry on a particular set of key issues and concerns, identification and assessment of major trends and key influences shaping future environments, crafting scenarios in order to identify new opportunities and risks associated with those environments, and incorporating those findings into strategic and operational plans to achieve the desired outcomes.

A facilitator would be required to assist the process and noted a request for proposal would be drafted and distributed. The committee is anticipating foundation support for the process. Fish noted that the draft is posted on the ACLA wiki and would be presented at the October 28 General Membership meeting. Member Libraries will be asked for input which the Committee will review and incorporate into a revised draft to be presented to the Board and Members in December for consideration and adoption. The plan would then be forwarded to the RAD for its consideration.

**Public Comments** – None.

The meeting adjourned at 7:25 p.m.

**Respectfully submitted,**

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**Leslie Britton-Dozier, Secretary**