

**MINUTES
ALLEGHENY COUNTY LIBRARY ASSOCIATION**

**BOARD OF DIRECTORS MEETING
SEPTEMBER 20, 2010**

BOARD MEMBERS IN ATTENDANCE: Shannon Debes, Albert Kamper, Lafe Metz, Brad Fish, and Cynthia Richey.

BOARD MEMBERS ABSENT: Shawn Flaherty, Diane Yates, and Leslie Britton Dozier.

OTHERS IN ATTENDANCE: Marilyn Jenkins, William Andrews, Carolyn Marks, Connie Galbraith, Jo Ellen Kenney, Christine McIntosh, Carolyn Toth, Russ Walker, Sharon McRae, Faustino Dunckhorst, and Kimberley Hrivnak.

6:10 P.M. **Call to order – Shannon Debes**
Determination of Quorum – Quorum established.

Public Comments – None.

Consent Agenda - MOTION made by Kamper and seconded by Metz to accept the minutes from the June 21 Board meeting and August financial statements. MOTION carried. Richey abstained.

Requests for Additions or Changes to the Agenda – None.

Reports and Communication

- A. Acting President's Report – Debes reported on the recent RAD hearing and noted the RAD Board's responses were favorable to both the ACLA presentation and formula.
- B. Executive Director's Report
 - 1. Budget Update – Jenkins noted the budget has been updated to reflect the additional 1.9 percent decrease in State Aid for 2011. The State has begun forwarding funds which will remain in escrow until distribution in January per Commonwealth Libraries' recommendation. The draft RAD preliminary budget is due out on October 1 with a final budget due back by December 1.
 - 2. Dashboard Review for Second Quarter – Jenkins noted we are on target for the second quarter 2010.
- C. LAC Chair Report – Christine McIntosh reported candidates for officers for 2011 have been submitted to the LAC and ballots are due back by October 5.

D. Regional Reports

1. North – No report.
2. South – McIntosh reported the South Region met and discussed the budget with Jenkins and Kamper.
3. East – Kenney reported the East Region met and discussed the restructuring of LAC, bylaw changes, and the budget.
4. West – No report.

E. Board Committee Reports

1. Audit – No report.
2. Finance – Kamper reported he and Jenkins had conducted three regional discussions of the 2011 proposed budget so far with one more schedule this month.
3. Governance – Debes presented a process for vetting candidates for the Board which includes identification of candidates from Member Libraries and additional sources such as Boards By Design, assembling information to share with the Governance Committee, review of candidates by the Governance Committee, Executive Director, and Regional Conveners or regional representatives, and finally, joint recommendation of candidate to the Board by Governance Committee and regional participants. The Board decided will discuss further at its October meeting, taking into consideration any feedback from Members and the LAC.

F. Special Committee and Task Force Reports

1. RAD Formula Committee – Debes reported a response from RAD is expected by September 30 on the proposed formula.
2. Future of Libraries – Fish reported three projects are in the works. The Committee is sponsoring a workshop entitled “A New Librarianship” with R. David Lankes scheduled for October 8. The Committee discussed scenario planning to consider future library scenarios and such a process will form the foundation of the Strategic Plan. The draft plan will be presented at the October General Membership meeting with a review period through the end of November. Finally, a collaboration of public and school librarians to share best practices is scheduled to be held at the Allegheny Intermediate Unit in the spring.
3. Mobile Services Operations Review – Metz reported the coding required to analyze the specific tracking of books will be available beginning October 1. This information will be collected for two quarters in order to arrive at baseline. At that time the data will then be evaluated with a report to the Board due back in April or May. Metz requested alternative MLS services be explored during the next six months to provide the Board with additional information to consider.

Specific Topics for Discussion and Motions

- A. Ratification of CLP LSTA Grant Application – CLP requested an LSTA grant to develop resources for children’s services. MOTION made by Richey and seconded by Kamper to ratify the CLP LSTA grant application. MOTION carried unanimously.

At this time, Galbraith commented on Keystone Grants and confirmed the library applicant needs to notify the System Administrator and the District Consultant they are applying for the grant, and that no additional signature or authorization is needed by the ACLA Board.

- B. Consideration of Bylaw Amendments – The three proposed amendments to the bylaws are as follows:

1. From the Critical Issues Task Force - The first amendment would eliminate the LAC representative to the Board and replace it with an at-large representative. The Board would be comprised of one representative from each of the five regions, one representative from RAD, and three representatives elected at-large. If the RAD elected not to appoint a representative, that slot would be designated as an at-large representative. This recommendation was proposed by the Critical Issues Task Force at the April General Membership meeting for consideration by the Members at the October General Membership meeting. The Board agreed to remove language regarding the effective date and also language in letter (a) changed to “The ACLA Board shall comprise” rather than “should be comprised.”

MOTION made by Fish and seconded by Kamper to recommend the bylaw change to the Members with the amended language changes. A roll call vote was taken. Metz – abstain, Kamper – no, Debes – abstain, Fish – yes, Richey – no. MOTION failed. As the proposed amendment comes from the Members it will be included on the October General Membership meeting agenda for the Members’ consideration.

2. From Governance Committee – The second amendment comes from the Governance Committee with the intent to provide clarity on expectations for Board member attendance at Board and General Membership meetings. MOTION and second from the Governance Committee to recommend the bylaw change as written. During discussion the Board recommended replacing language at the end to read:

“The Board shall review the participation of all Directors monthly and Directors who miss three (3) or more Regular or Special Meetings of the Board of Directors or two General Membership Meetings in a calendar year must be removed. Telephonic participation may count toward attendance a maximum of twice in a calendar year.”

Additional language regarding telephonic attendance was recommended as follows:

“Telephonic attendance must be made available as an option at all Board meetings. Removal shall be effective as of the adjournment of the disqualifying meeting.”

MOTION made by Metz and seconded by Fish to recommend the bylaw change to the Members with the amended language. MOTION approved unanimously.

3. From Scott Township Library –Scott Township Library has recommended a new section to the bylaws calling for a designated spokesperson for ACLA to the RAD. The Board determined that it currently performs that duty for the organization through the Executive Director. Questions arose whether this amendment should be included in the bylaws or Member Library Agreement. MOTION made by Metz and seconded by Richey not to recommend the amendment to the Members. While the Board voted not to recommend the amendment to the Members it was noted that the recommendation contains valuable points the Members should discuss in further detail.

Public Comments

- A. Kenney noted it is beneficial to have officially designated individual(s) that represent(s) the organization to RAD and RAD should be aware of whom those spokespeople are. This avoids confusion in communication.
- B. Galbraith invited all to participate in the community process at Carnegie Library of Pittsburgh regarding restructuring the organization and service outlets.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Brad Fish, Acting Secretary