

**MINUTES
ALLEGHENY COUNTY LIBRARY ASSOCIATION**

**BOARD OF DIRECTORS MEETING
OCTOBER 26, 2011**

BOARD MEMBERS IN ATTENDANCE: Shannon Debes, Brad Fish, Al Kamper, Leslie Britton-Dozier, Lafe Metz, Jo Ellen Kenney, Ronald Borczyk, Tom Herward, and Chris Cahillane.

BOARD MEMBERS ABSENT: None.

OTHERS IN ATTENDANCE: Marilyn Jenkins, John Smart, Carolyn Marks, Rebecca Serey, Heather McCue, Sharon Julian-Milas, Tina LaMark, Monica Stoicovy, Suzanna Krispli, and Kimberley Hrivnak.

6:30 P.M. Call to order – Shannon Debes
Determination of Quorum – Quorum established.

Public Comments – None.

Consent Agenda - MOTION made by Kamper and seconded by Kenney to accept the minutes from the September Board meeting and September financial statements. MOTION carried unanimously.

Requests for Additions or Changes to the Agenda – None.

Reports and Communication

A. President's Report – Debes reported the Governance Committee convened to discuss issues regarding Board attendance and committee structure, and the Finance Committee had met regarding the 2012 budget. More discussion regarding the Strategic Plan would commence throughout the meeting.

B. Executive Director's Report

1. Strategic Plan Update – Jenkins reported the Hill Group had revised the timeline with an extension on the end-point as well as a revised schedule of payment.

C. LAC Chair Report – No report. Ward not present.

D. Regional Reports

1. North – No report.

2. South – Fish reported the South Region had general discussion about eiNetwork, the Help Desk, and the Next Generation catalog.
3. East – Kamper reported the East Region discussed eiNetwork issues as well as updating library websites, patron registration, and 2013 RAD formula changes.
4. West – The West Region discussed the Strategic Plan demonstration projects, a consolidated county fine structure, and consolidated services.
5. Central – LaMark commented on CLP’s voter initiative coming up on November 8 and noted there would be media advertising throughout the next few weeks.

E. Board Committee Reports

1. Audit – Borczyk reported the Special RAD audit was in process and the financial reviews had been completed. The program portion of the audit is scheduled to be completed in the next several weeks.
2. Finance – Kamper reported the Finance Committee approved a revised draft 2012 budget which was scheduled to be discussed under Specific Topics.
3. Governance – Fish reported the Governance Committee discussed a potential slate of 2012 Board officers. He noted a survey would be sent to Board members, via email, providing general information about Board requirements, responsibilities, and committees and also requesting interest from each member.
4. Personnel – Debes reported the Personnel Committee discussed the review process for the Executive Director to ensure it is conducted in a timely fashion with organizational deadlines.

Specific Topics for Discussion and Motions

- A. Revised Payment for Strategic Planning Consultants – Debes reported the renegotiated cost of the Strategic Plan is \$60,000 with first payment due November 15. Although no funds have been received, written commitments for funding were received from the Massey Charitable Trust (\$15,000) and McCune Foundation (\$10,000). A verbal commitment of \$25,000 was received from Buhl Foundation for grant to be paid by end of November. That would leave \$10,000 remaining but not payable until August 2012. There is cash on hand to cover those costs through remaining funds from closeout of Knowledge Connections program combined with donations from Board members and other individuals. However, grant funds would continue to be solicited for the remaining amount.

Board members noted they would prefer to hold contract execution until funds are received. MOTION made by Kamper and seconded by Borczyk to execute the agreement with the Hill Group upon receipt of the \$15,000 from the Massey foundation and \$10,000 from the McCune foundation. MOTION carried, Metz opposed, no abstentions.

- B. Board Attendance – Due to the extreme weather conditions on the evening of February 21 and an executive session as the exclusive item on the agenda at the August 15 Board meeting, the Board with counsel’s review considered suspending Board attendance requirements for those meetings.

MOTION made by Kenney and seconded by Herward to suspend Board attendance as set forth in Section 3.12 of the Bylaws, as amended on October 28, 2010, for the February 21, 2011 Board meeting due to inclement weather. MOTION carried, Cahillane opposed, no abstentions.

MOTION made by Fish and seconded by Kamper to suspend Board telephone attendance as set forth in Section 3.12 of the Bylaws, as amended on October 28, 2010, that due to the extremely limited agenda it was determined that the most efficient manner to conduct the meeting was to have the Board participate by phone. As such, the telephone attendance requirements are suspended with respect to telephone attendance at the meeting. MOTION carried, Cahillane opposed, no abstentions.

- C. 2012 Draft Budget Revisions – Kamper presented a revised draft 2012 budget. He noted changes reflect the 2 percent increase from the preliminary RAD budget; State Aid reflects the approved State budget projections; table gaming estimates were revised upward to reflect a conservative estimate based on year-to-date revenues; expenses revised to reflect three quarters of operations and projections for 2012; and increased grants for pilot programs in Summer Reading were added. The budget would be posted to the Members and voted on at the December General Membership meeting.

Public Comments – None.

The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Leslie Britton-Dozier, Secretary