

**MINUTES
ALLEGHENY COUNTY LIBRARY ASSOCIATION**

**BOARD OF DIRECTORS MEETING
SEPTEMBER 17, 2007**

BOARD MEMBERS IN ATTENDANCE: Wendy Smith, Janet Lockhart, Terry Farrell, Bob Kollar, Sara Jane Lowry, Sanjay Saha, Vanessa Gleason, Dorothy Davis, and Cynthia Richey.

BOARD MEMBERS ABSENT: None

OTHERS IN ATTENDANCE: Marilyn Jenkins, Carolyn Marks, Connie Galbraith, Sandra Collins, Kathy Robinson, Ronald Stout, and Glenn Walsh.

6:05 P.M. Call to order – Wendy Smith

- A. Determination of Quorum – Quorum established.

- B. Public Comments – None.

- C. Approval of Minutes – MOTION was made by Lockhart and seconded by Lowry to adopt the July 2007 minutes. MOTION carried. MOTION was made by Gleason and seconded by Richey to adopt the September 5, 2007 special meeting minutes with corrections noted by Richey. MOTION carried.

- D. Financial Statements – August 2007 financial statements filed for audit. The Finance Committee will be meeting prior to the October Board meeting.

- E. Request for Additions or Changes to the Agenda – Jenkins requested an addition to the Action & Discussion Items regarding 2008 Incentive Grants and the Library Achievement Awards.

Reports

- A. President – Smith reported she met recently with the West Region libraries. Discussion centered on the consultant’s report regarding the formula process. She noted the dinner meeting with CLP fell through due to scheduling difficulties. She also reported ACLA was awarded the Good Government Award by the League of Women Voters and the award would be presented at a dinner on October 18. She invited Board members to attend.

- B. Ombudsman – Saha reported no one contacted him in his capacity of ombudsman during the month of August.

- C. Executive Director – A written report had been distributed to Board members.

- D. Written Reports – Attached to these minutes
1. Personnel Committee – Meeting is scheduled for 10/1/07.
 2. District Services
 3. LAC – No report.

Action and Discussion Items

A. Richey presented feedback from the Members on the proposed Bylaws revisions. A copy of the recommended changes is attached to these minutes. Richey discussed the changes in more detail and indicated that approximately ½ dozen members had contacted her with input. The Board addressed each of the concerns raised:

- a. Regarding Membership eligibility of libraries not meeting state standards, Richey recommended that this be addressed during Phase 2 of the consultant process that will be conducted. Saha agreed that the Board, as stewards of that process, should see that the matter is addressed. The Board concurred.
- b. Regarding the appointment of directors at-large, the Board did not agree to increasing RAD appointees from 1 to 2, citing that the RAD historically had declined to appoint a member to the ACLA Board as it was considered to be a conflict of interest.
- c. Regarding the Member Libraries' role in at-large appointees, the Board indicated that the at-large seats were filled based on the skill sets needed overall and not met by the regionally appointed or LAC representatives. Saha recommended that the Members be invited to present candidates for consideration for these seats. The Board itself can also recommend candidates. In addition the Board agreed that it should present a recommended candidate to the Membership for approval.
- d. The Board concurred with recommendations citing IRS model for Conflict of Interest policy.
- e. The Board agreed with a recommendation that a simple majority of regional members may remove a regional director providing that it is the consensus of a majority of all members in the region, not just those present at a particular meeting.
- f. The Board did not endorse a provision specifying that regions could remove a representative from the Board for not attending a regional meeting at least annually. The Board determined that the Regions themselves should determine what criteria might be appropriate for removing a regional representative and that neither the Board nor the Bylaws should eliminate the regional flexibility in this regard.
- g. The Board amended the recommendation regarding removal of a Regional Director while that Director is serving as President. It recommends that a simple majority of all members, rather than 2/3, be required to remove such a Director. This would allow all Members to have a say in the removal of a sitting President.

- h. The board agreed to the recommendation of adding “with or without cause” relative to removal of a Regional Director by that Region.

Board agreed to present the revised Bylaws with the changes as noted in response to feedback to the General Membership on October 30.

- B. Jenkins presented the recommendations from the Direct Services Oversight Committee regarding the Knowledge Connections program. Specifically, Dewey & Kaye has created a “Strategic Business Plan” that recommends implementing a new model of service from a site-based program to a plug-in outreach program that would work in collaboration with other existing community-based programs. The budget would decrease approximately significantly with the elimination of site staff. Private funds would be requested to support a 2-3 year demonstration project. During that time outcomes would be tracked to position the program for targeted governmental support and corporate sponsorship. MOTION made by Gleason and seconded by Richey to approve the Committee’s recommendations to proceed with the Strategic Business Plan. MOTION carried.
- C. Jenkins asked the Board to review the criteria for the 2008 Incentive Grants. Discussion ensued. MOTION made by Richey and seconded by Saha that the criteria and application process be adopted for 2008 as drafted. MOTION carried.
- D. Regarding the Library Achievement Awards, Jenkins noted that an independent review committee was in the process of reviewing applications submitted and the recipients would be announced at the Awards Reception on October 11. Board members requested that the list of recipients and judges be distributed to the Board in advance.

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Terrence Farrell – Secretary