

**EXECUTIVE DIRECTOR'S
SUMMARY OF MAJOR ACTION AND DISCUSSION ITEMS**

ACLA General Membership Meeting

April 27, 2010

- President Joy Gaetano reviewed a summary of ACLA Board retreat discussion held earlier this year (attached).
- Executive Director Jenkins updated Members regarding on-going meetings with State legislators. Since the Governor released his recommended budget containing a 2% decrease in the State Subsidy for libraries (and the House subsequently made the same recommendation), the anticipated revenues have been impacted by several developments, including the federal mandate against tolling on I-80. The Pennsylvania Library Association had announced its platform advocating for a 5% increase prior to the changing revenue projections as well. Jenkins has been urging legislators to “hold the line” on library funding. Last year’s 21% decrease has resulted in significant impact already, and further decreases in funding would mean even greater cuts to programs and services. Jenkins asked that Members encourage their public to write and call legislators and ask that those legislators work across party lines to ensure level funding for libraries. Jenkins also noted relative to the anticipated table gaming revenue that it is unclear as yet how those funds will be paid out (whether monthly, quarterly, or annually) and whether they will be ruled State or local funds. She has met with Senator Costa who will be providing follow-up on the timing of receipts. She also met with Commissioner of Libraries, Clare Zales, to advocate for funds to be designated “local” (as RAD funds are). While the gaming funds will be overseen on a State level, the legislation specifically notes that they are to be locally applied (within Allegheny County alone). A local designation of funds will benefit libraries in terms of inclusion in local financial effort considerations.
- Debes updated Members on the meeting with the RAD Library Committee, indicating that no specific direction on the 2011 formula development was gained at that meeting. The focus of the meeting was around the need to clearly define the purposes that public libraries serve that warrant public investment. There will be two matters for libraries’ attention coming out of the Library Committee meeting: a process to gather and collate input on the purposes question and a process to make recommended adjustments to the formula. A special meeting of the General Membership will be held on June 21 to address a proposed 2011 formula.
- Fish reported that the Future of Libraries Committee is looking at several initiatives including hosting a speaker in the fall and creating recognition for “movers and shakers” in ACLA libraries. More information will be coming.

- Jenkins noted on Serey's behalf that the eiNetwork Board is discussing several issues that will impact on the delivery of technology services over the next several years. These issues will be discussed with the eiNetwork Technology Council and the Librarians Advisory Council in an attempt to develop strategies for moving ahead. The plans will then be presented to the ACLA Members as well.
- Kenney presented two motions from the Critical Issues Structure Task Force. The first motion stated: *The ACLA Board should be comprised of one representative from each of the five regions of the county, one representative from the ARAD, and three representatives elected at-large. If ARAD elects not to appoint a representative, the slot for the ARAD representative shall be designated as an at-large representative slot to be elected in accordance with the Bylaws.* During discussion there were comments in support of retaining the Librarians Advisory Council representative on the ACLA Board as well as comments in support of the recommended change. It was clarified that the vote on this motion would not immediately effect a Bylaws change. A second motion proposing a change in the ACLA Bylaws would be brought to the Members in accordance with the provision for Bylaws amendments likely at the October General Membership meeting. This motion carried by a vote of 25 to 10. A second motion from the Task Force (*Expand the Governance Committee of the ACLA Board to include representation from the Membership for the limited purpose of identifying, vetting, and proposing ACLA Board members*) was tabled pending further definition from the Governance Committee on actual process around selecting members for the ACLA Board (to be presented at the October General Membership meeting as well).
- Jenkins presented information regarding State standards for public libraries. Sandra Collins presented recommendations from the Critical Issues Standards Task Force. Those recommendations have been discussed at regional meetings and will be brought to the Members for a vote at the October General Membership meeting. In the interim the recommendations will continue to be open for discussion and input. The Task Force work and recommendations can be viewed on the ACLA wiki at: <http://acla.pbworks.com/Support-for-Meeting-Standards>
- Gaetano invited general input on the question of the purposes of public libraries.

EXECUTIVE SUMMARY OF ACLA BOARD RETREAT – REPORT TO MEMBERS

January – April 2010

Participants: Leslie Britton-Dozier, Shannon Debes, Shawn Flaherty, Brad Fish, Joy Gaetano, Al Kamper, Lafe Metz, Cynthia Richey, Diane Yates and Attorney Ron Stout.

Background. The ACLA Board commenced a retreat primarily for the purpose of aligning its role with the ACLA organization, in accordance with existing by-laws. Three sessions were conducted, the last of which was a joint session with the ACLA Executive Director, Marilyn Jenkins. The topics covered during the Board retreat and a summary of the discussion highlights follows.

History and Overview of the Library Code. The Board reviewed the history and overview of the State Library Code and regulations for federated systems, including standards expectations.

The Role of the ACLA Board (By-laws Review). A review of the ACLA by-laws affirmed the Board's responsibilities to: employ the Executive Director; provide broad management of ACLA and, particularly, the structure of agreements and procedures, funding and facilities; perform a full fiduciary role; and prepare long-range plans to bring to members, supporting the vision of ACLA. The Board emphasized "member focus" as being at the heart of its actions – viewing member libraries as the Board's center of interest and activity and on which it should concentrate its attention and energy. In this vein, the Board is committed to fostering accountability, responsiveness and overall communication with members and Trustees on a more broad based level. Initiatives - such as holding Board meetings at member libraries, providing additional public comment opportunities during Board meetings and ensuring protocol throughout the Board meeting process - have begun to be implemented. Board members will be appointed to actively engage in the development of the new Strategic Plan.

Board Perception of ACLA HQ. The Board views ACLA HQ's role on behalf of member libraries as primarily to: "pass through" State/County (ARAD) financial aid; facilitate communication with ARAD and its Library Committee; administer services to the overall organization; promote services to and on behalf of member libraries, such as continuing education; advocate on behalf of the member libraries with the public, State and local elected officials; oversee standards; monitor usage of funds; and recommend renovations/additions and new libraries. If and when new/evolving libraries need assistance, such as meeting standards, obtaining or managing funding or dealing with other operational challenges, the Board recommends that ACLA HQ provide support primarily through means other than direct oversight.

Review of ACLA 2010 Organization Chart. The Board supports an ACLA HQ that fulfills the aspects of the role noted above. When financially prudent to support projects, special initiatives or operations, the Board recommends that consideration be given to "outsourcing" to third parties with subject matter expertise or "insourcing" by using the talents of library directors or library staff rather than adding to HQ headcount.

ACLA Operations Committee Review. In keeping with its fiduciary responsibility, the Board will audit each component of ACLA operations in preparation for recommendations to the Strategic Plan Committee and ongoing decision-making. Subcommittees are established, as follows, with report out scheduled for the June 2010 Board meeting: Member Distributions – Al Kamper, Cindy Richey; System Services – Shannon Debes, Brad Fish, Diane Yates; Direct Outreach – Shawn Flaherty, Lafe Metz; and Administration – Leslie Britton-Dozier, Joy Gaetano.

Board and Executive Director Meeting (April 5, 2010). The Board reviewed the above summary with the Executive Director and discussed the commitment between the parties to foster, facilitate and promote a continuous cycle of communication and collaboration between and among the Executive Director, Board and members.