

**MINUTES
GENERAL MEMBERSHIP MEETING**

**WEDNESDAY, OCTOBER 26, 2011
WILLIAM E. ANDERSON LIBRARY OF PENN HILLS**

- I. **Call to Order** – Debes called the meeting to order at 7:35 p.m.

- II. **Determination of Quorum** – Quorum established.

- III. **Public Comments** – None.

- IV. **Consent Agenda** – MOTION made by Russ Walker, Whitehall Public Library, and seconded by Kathy Robinson, Crafton Public Library, to approve the minutes of the April 26 meeting. MOTION carried unanimously.

- V. **Requests for Additions or Changes to Agenda** – None.

- VI. **Reports and Communication**
 - A. **President's Report** – Debes reported the Board approved the revised plan and payment schedule for the Hill Group and will be moving forward. She asked the regions to begin discussion on potential demonstration projects.

 - B. **Executive Director's Report**
 1. **2012 Budget Update and Funding Projections** – Jenkins reported the Finance Committee approved a revised draft of the 2012 budget. Revenues were updated to reflect the 2 percent increase from the RAD preliminary budget released at the end of September; State Aid reflects the new projections from the approved State budget; table gaming funds were revised upward based on actual 2011 payments to date; additional grants for Summer Reading pilot programs were added; and expenses were revised based on operations through September 30, 2011. The budget will be on the agenda for adoption by the Members at the December General Membership meeting.

 2. **Strategic Plan Update** – Jordon Pallitto of the Hill Group spoke on behalf of the strategic plan. Pallitto noted the focus of the plan is on the “libraries of tomorrow,” specifically, how to respond to changes in our communities and the best ways to meet those needs. Steps include

research about the future of libraries, creation of an informational document, presentations and facilitated discussions with Member Libraries, and implementation of demonstration projects.

- C. eiNetwork Update – Serey gave a report on 2011 projects completed and plans for 2012. This past year all library PCs were updated and replacement of the library network equipment (edge equipment) began in September and is scheduled to be completed by November. Looking forward to 2012, eiNetwork has signed a contract with a vendor to build a new fiber wide area network that will greatly increase and enhance bandwidth access for libraries. Preliminary findings relative to open source options to replace the integrated library system have been received from various task forces.

VII. Specific Topics for Discussion and Motions

- A. PA Forward – Kathy Silks spoke on behalf of PA Forward, an advocacy initiative by the PA Library Association, aimed at making library services available to all citizens in PA, leveraging greater local and private support, having an integrated library system, providing more databases, strengthening the link between library service and workforce development, and raising awareness of the importance of libraries. The official launch date is scheduled for January 31, 2012. She encouraged libraries to contribute to the goal of libraries becoming the centers of information, technology, and learning in our communities. She thanked ACLA for its contribution to this initiative (ACLA contributed on behalf of its Member Libraries through a collaborative effort spearheaded by APPLS, the Association of Pennsylvania Public Library Systems).
- B. eCap Project – Meg Kelly of eCap Network updated the Members on the Sustainability Through Energy Management project. She noted a total of 32 libraries responded and 14 libraries were selected for audits. Of those 14 libraries, projects aimed at reducing energy consumption and improvements are ready to be implemented at 7 libraries. In the next year, projects centered on lighting, controls, air curtains, power quality, insulation, electrical and data will be open to all Member libraries. The results of those projects will be measured and verified, the program will be expanded through energy modeling with ACLA with the hopes of IT funding being acquired for energy modeling development specific to libraries.
- C. LAC Checklists – The General Membership previously asked LAC to bring back specific areas of operational oversight from the LAC. Kenney presented the cataloging, registration, reports, and labeling checklists authorized by LAC. The goal of the checklists is to improve customer service. MOTION by Bob Moll, Andrew Carnegie Free Library, and seconded by Kathy Robinson, Crafton Library, to authorize LAC oversight in the areas of

operational authority addressed by the checklists. MOTION carried unanimously, no abstentions.

- D. “Consolidated” Services in a Federated System – Jenkins presented a list of many services currently done in a “consolidated” fashion. These include one library card for countywide use, coordinated funding, technology infrastructure (eiNetwork), and programming (Summer Reading, One Book, Wise Walks, etc.). She noted three additional areas libraries have indicated interest in exploring: human resources (job descriptions, pay scales and benefit arrangements, training and orientation of staff, volunteer coordination), backroom support (accounting, ILS reports, website management, and collection management), and programming (coordination of outside presenters, creation of programming kits, public relation materials, and shared programming staff). She asked the Members to begin to have discussions in how demonstration projects might be developed in these areas.

VIII. Public Comments & Announcements – None.

The meeting was adjourned at 9:10 P.M.

Respectfully submitted,

Leslie Britton-Dozier, Secretary