



Capital District Library Council

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D-09-19

Capital District Library Council Board of Trustees Meeting

November 14, 2008

Present: M. Aikey, B. Beverley, D. Booth, C. Clingan, D. Cossey, S. Dallas, M. Donohue, R. Ferraro, E. Geyer, P. Ritter, L. Trubitt, N. Van Deusen, M. Wood

Ex officio: J. Sheviak, C. Walker, M. Fiedler

Guests: Meaghan Doyle, Littleai Liu

Absent: C. Portzer, D. Salomon

President B. Beverley called the meeting to order at 9:30 am.

1. Board Business:

Minutes of the October 10, 2008 Meeting of the Board: A motion to accept the minutes was made by P. Ritter, seconded by S. Dallas. **Motion carried.**

October 2008 Financial Reports: J. Sheviak presented the October 2008 financial reports. The October 2008 financial reports were **approved** on a motion by N. Van Deusen, seconded by C. Clingan.

2. Executive Director Report:

- Budget Cuts: J. Sheviak reported that the NYS Division of Budget has recommended to Governor Paterson a \$20 million cut in Library Aid that amounts to an additional 20% reduction in state funding for library services and would bring Library Aid down to a level not seen since 1993. CDLC 2008 funds in jeopardy include the Coordinated Collection Development aid to academic libraries totaling \$177,136, the Medical Information Subsidy Program funding, and the CDLC Supplemental Aid, totaling approximately \$100,000. J. Sheviak said that the preparation of the FY2009 CDLC budget anticipated funding cuts, so no major adjustments should be needed this year. The New York Library Association will be holding a Rally in the Well of the Legislative Office Building on November 18th, the day the Legislature is returning to Albany for a Special Session, to protest these additional cuts in funding. All libraries are urged to send representatives.
- Not-for-Profit Conference: J. Sheviak said that on November 13th she and B. Beverley attended a Coltivare Not-for-Profit Conference in Saratoga Springs. Topics discussed included grants, special events, and board development. J. Sheviak noted that CDLC was one of the few organizations present that has a Trustee job description.
- Delivery Service: The courier service is currently running smoothly. CDLC, MVLS and SALS have decided to continue with the Velocity Express delivery service.

3. Committee Reports:

Coordinated Collection Development Committee (CCD): No Report

Committee On Resource Sharing (CORS): No Report.

Continuing Education Committee (CE): No Report

Direct Access Program (DAP): C. Walker reported that the annual information updating is in progress.

Resource Development: B. Beverley reported that the committee has reviewed and is revising the CDLC Mission Statement which was originally developed in 2000. The committee is also considering ways to make CDLC visible beyond the library community.

Membership: No Report

Regional Automation Advisory Committee (RAAC): N. Van Deusen reported that plans have been finalized for two programs focusing on emerging technologies in libraries:

- On December 3, 2008 Bryan Alexander from NITLE will present a morning session focused on libraries; attendees are welcome to stay for the more academic centered afternoon session. CDLC and Union College are co-sponsors and the program will be presented at Union College.
- On May 7, 2009 at the Clifton Park-Halfmoon Public Library David Lee King from the Topeka and Shawnee County Library System will present a full-day program focusing on web usability and social networking issues. The Capital District Library Council, the Upper Hudson Library System, the Southern Adirondack Library System and the Mohawk Valley Library System are co-sponsors of the event.

N. Van Deusen also reported that the committee continues to investigate a replacement for CaDiLaC.

Nominations: No Report

Personnel: C. Clingan reported that the committee has met and is reviewing the employee handbook.

4. Program Reports:

Documentary Heritage Program (DHP): M. Aikey stated that the DHP expects a 6% funding cut. The committee is considering how to best meet the needs of the program's constituency with such limited resources.

Hospital Library Services Program (HLSP): J. Sheviak said that C. Tosh, HLSP Coordinator has been making his annual site visits. He is also conducting a needs survey.

Digitization Project (LSTA): J. Sheviak reported that seven new libraries will participate in the next phase of the project. J. Sheviak said that online access to the digitized materials of the pilot project libraries is now available and she gave a short demonstration using the CDLC Digital Collections website. She also previewed the New York Heritage site which is linked on the CDLC website. NewYorkHeritage.org is a project of the NY 3Rs Association. It includes digital collections from around New York State. J. Sheviak also noted that Susan D'Entremont, Project Manager and Ilka Morse, Project Field Trainer, would be giving a more in-depth demonstration at a future meeting.

5. Report from PAD650 Class Project:

J. Sheviak introduced Meaghan Doyle and Littleai (Shelley) Liu, graduate students in the PAD650 class at the University at Albany. The students have been working with CDLC to help us develop a model for decision making that would include a process for identifying the needs of member libraries and stakeholders on a regular basis, a way to systematically prioritize services, and a strategy for investing and de-investing in Council programs. M. Doyle described the exercises completed by the CDLC staff

and asked the Board of Trustees to participate as well. J. Sheviak will send the exercise via email. M. Doyle invited the Board to the final presentation on December 11 at CDLC.

6. Old Business:

No Old Business

7. New Business:

Committee Appointments: Unanimously **approved** the following committee appointment to the Direct Access Program (DAP) Committee:

- Kabel Stanwicks, University at Albany

8. Information Reports / Announcements:

S. Dallas said that the newly renovated Crandall Public Library would reopen on December 12.

9. Adjournment:

N. Van Deusen made a motion to adjourn the meeting, seconded by M. Wood. The meeting was adjourned at 10:10 am.

ACTION ITEMS
November 14, 2008
CDLC Board of Trustees

1. Approved the minutes of October 10, 2008, unanimous
2. Acknowledged receipt of the October 2008 financial reports, unanimous.
3. Unanimously approved the following committee appointment to the Direct Access Program Committee:
 - Kabel Stanwicks, University at Albany