



D-09-63

**Capital District Library Council
Board of Trustees Meeting**

November 13, 2009

Present: M. Aikey, P. Baia, B. Beverley, D. Booth, S. Dallas, M. Donohue, R. Ferraro, E. Geyer, D. Portzer, L. Trubitt, M. Wood, S. Zappen

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

Absent: P. Ritter, S. Rokos, N. Van Deusen

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

1. Board business:

Review of agenda: There were no changes to the agenda.

Minutes of the October 9, 2009 meeting: A motion to accept the minutes was made by R. Ferraro, seconded by M. Donohue. **Motion carried.**

October financial report: J. Sheviak explained the new report format, made possible by updating the Peachtree accounting software. The summary report page is tied to the rest of the report pages, which look very similar to the older format. S. Dallas had a question on the Visa card line on the summary page, J. Sheviak explained the specifics of the Visa usage can be found in the purchase journal. A motion to acknowledge receipt of the October financial report was made by D. Portzer, seconded by M. Donohue. **Motion carried.**

2. Executive Director Report:

Funding: Regional Bibliographic Data Base funding was received in October. According to what a legislator told Sara Dallas, the expected November release of additional funds will not occur.

Digital Collections: Maria College will be going live soon, and Ilka has begun work with Albany Law School. The Metadata Committee has made some changes to the metadata guidelines.

GoLocal: CDLC is a participating partner in the Upstate New York GoLocal project, which aims to connect New Yorkers who are searching for medical information in the National Library of Medicine's MedlinePlus database with local medical and health services based on their search.. Christopher Tosh is the CDLC contact for the project. Volunteers have been working on identifying, listing and cataloging high priority health services for the region. More volunteers are needed.

Updates from State Librarian Bernie Margolis and others at DLD (from meetings at NYLA conference):

- Individuals obtaining a NYS Public Librarian certificate after January 1, 2010, will be required to participate in 60 hours of CE every 5 years. NY3Rs CE and training programs will automatically qualify as approved CE hours.
- The draft format for our next plan of service is expected to be in place by early February. We will have to begin the planning process in the winter. The new plan will be due July 2011.
- Guidelines for the next round of LSTA funding are expected to be similar to the last one. It is possible that grants will be increased. Proposals will be due in March. Each system must apply

for their own money, but cooperative projects will be accepted. CDLC would like to submit a grant for funding to continue with the digital collections project.

- New Commissioner of Education Steiner is interested in meeting people in the field. Bernie Margolis encourages us to invite him to anything we can and to insinuate ourselves and library programs wherever we can into the new commissioner's focus on "lifelong learning."
- System directors met with Bernie Margolis to hear about his New York State Information System (NYSIS) ideas, which would build on the NOVEL platform. He says he views systems not as customers of the State Library but as part of the network, serving the libraries of the state and the public. It is important to establish the library community as a conduit for information – he feels this role must be taken back from others to whom it has been given. NYSIS proposes to leverage financial resources to build NYSIS, but currently there is no legal mechanism to do this.

C. Walker reported CDLC has received 77 personal memberships. Additional memberships likely will be added throughout the year as people become personal members to take advantage of discounts on programs and workshops.

3. Committee reports:

Committee on Resource Sharing (CORS): M. Wood reported CORS is continuing the plans for the ILL Field Day, which will be held on May 3, 2010.

Personnel Committee: L. Trubitt reported the Personnel Committee has drafted a telecommuting policy and will be meeting immediately after the Trustees meeting.

Regional Automation Advisory Committee (RAAC): J. Sheviak reported another vendor has contacted us with a proposal to replace the current URSA software. Relais, headquartered in Ottawa, currently is working with the PALCI group and the Borrow Direct group to provide a discovery tool with an interlibrary loan component. CDLC staff and members of the RAAC Think Tank Subcommittee will be taking part in a webinar with the vendor net week.

Resource Development Committee: The Resource Development Committee is scheduled to meet next week.

4. Program and Project Reports:

Documentary Heritage Program (DHP): M. Aikey reported the contract is expected to be extended for another six months, which would provide funding for the DHP through next June. The new RFP is expected to be issued within that time. Susan D'Entremont, Regional Archivist, is presenting a Basics of Archives workshop today at the Crandall Public Library.

Hospital Library Services Program (HLSP): M. Wood reported the HLSP Advisory Committee has not met recently. No funding for HLSP has been received at this time. Chris Tosh has notified Ebsco that we may not be able to continue the subscription to the Dynamed database.

5. Old business:

Proposed committee charge: Digital Collections Advisory Committee: A draft charge for the Digital Collections Advisory Committee (DCAC) was sent in advance of today's meeting. The new DCAC will work with RAAC; it is not a subcommittee of RAAC. A motion to accept the committee charge was made by M. Aikey, seconded by E. Geyer. Further discussion regarding the size and representation of the DCAC indicated a group of 6-8 members would be a good size; with a broad representation of perspectives sought. **Motion carried.**

6. New business:

Committee appointments: Sean Maloney of Siena College and Geoff Kirkpatrick of the Bethlehem Public Library have been nominated to replace Nancy Van Deusen and Jeanne Biggins on the Regional Automation Advisory Committee. A motion to approve the appointments was made by S. Zappen, seconded by M. Wood. **Motion carried.**

7. Informational Reports/Announcements:

NYSHEI/Aria update: Governor Paterson vetoed the Aria legislation, given the current fiscal crisis in the state, but acknowledged that “knowledge has value.” J. Sheviak and Chris Tosh will be attending a meeting next week with other organizations concerned with the role of advocacy for academic libraries and the need for cooperation. J. Sheviak will report on the meeting.

8. Adjournment:

E. Geyer made a motion to adjourn the meeting, seconded by M. Wood. The meeting was adjourned at 10:10.

ACTION ITEMS

November 13, 2009
CDLC Board of Trustees

1. Approved the minutes of the October 9, 2009 meeting, unanimous.
2. Acknowledged the receipt of the October financial reports, unanimous
3. Approved the charge to the Digital Collections Advisory Committee, unanimous
4. Approved the appointment of Sean Maloney and Geoff Kirkpatrick to the Regional Automation Advisory Committee, unanimous.