

NEO-RLS Board Meeting Minutes

November 15, 2016

Call to order – President Cheryl Kuonen called the meeting to order at 12:25 PM

Roll Call

Board members present were: Nancy Currie, Jim Gill, Rose Guerrieri, Cheryl Kuonen, Laura Leonard, Jim Wilkins, Lorena Williams, Anita Woods and Linda Yanko. Absent were Kathy Zappitello, Joe Zappitello, Jane Carle, Denise Cardon, Sheba Marcus-Bey and Joseph Palmer.

NEO-RLS staff members present were Betsy Lantz, Melissa Lattanzi, Deb Blair, Holly Klinger, and Rachelle Perry

Approval of the Agenda

Nancy Currie moved and Jim Wilkinson seconded a motion to approve the agenda. Motion passed unanimously by voice vote.

Approval of September 20, 2016 minutes

Laura Leonard moved and Nancy Currie seconded a motion to accept the minutes of the September meeting. The motion passed unanimously by voice vote.

Correspondence

Betsy received the following letters:

Thank you note from the NLN Board for Holly

Thank you note from the Wickliffe Library for Holly's Staff Day Presentation

Thank you from the Hubbard Library for Holly and her part in their Maker Space Program

Thank you notes from Beverly Cain and Melanie Blau-McDonald for their information packets

Thank you note to Melissa from Carol Tuttle for the Back to the Book program.

Two LSTA grants were awarded by the State Library.

Financial Reports

Fiscal Officer Deb Blair reported that she had received 23 letters of intent already which was a great return. She also reported a budget transfer of \$8.00 from Books to collection required by a slight shortfall.

Deb submitted financial reports for September and October 2016. As of Oct. 31, 2016, the balance in the Local Fund was \$1,145,330.03; the balance in the State Fund was \$26,505.25; the balance in the Capital Tech Fund was \$17,511.51; and the balance in the Group Fund was \$577.52. The year to date balance in all funds was \$1,189,924.31.

Motion to approve the financials was made by Lorena Williams and seconded by Rose Guerrieri. Motion passed unanimously by roll call vote.

Director's Report

Betsy submitted a written report and highlighted some items.

She has received letters of intent from two new libraries, one from Girard and one from East Palestine.

She has visited 38 libraries so far. The visits do take time, but it is time well spent. Non-members definitely did see the additional costs as punitive and were impressed with NEO's decision to remove them.

She met with Susan Yutzey, the president of OELMA.

ALAO has accepted ideas for collaboration and work continues on a formal proposal

She also met with Hillary Prisbylla, Larry Finnegan and Tim Diamond from CLEVENET about the tech support and training NEO can supply.

NEO is hoping to expand the Emerging Tech Symposium.

Betsy had a phone interview with Nancy Bolt regarding IMLS funding.

Education and Events Coordinator

Melissa submitted a written report and highlighted a few events. The first time program, A Day for Outreach, went very well, and they hope to repeat it.

She facilitated the Public Library of Youngstown and Mahoning County's Staff Day and had a great day.

Nov. 29 Twinsburg will host a workshop by Valerie Nash on valuing diversity in the workplace.

Thursday May 4 will be the Spring Showcase at Hilton Garden Inn.

There are plans for a Director's Retreat in the spring.

Youth Services Education and Events Coordinator

Rachelle submitted a report and highlighted some events.

The Youth Services Advisory Group met and had a wonderful meeting.

Summer Reading Workshops are being put together and based on feedback from the YS Advisory Group there will be a big event sometime in January or February at Hilton Garden Inn rather than the three individual events originally proposed.

Research and Innovation Coordinator

Holly submitted a written report and highlighted some events.

Hubbard opened their Maker Space which is worth seeing.

The next Emerging Tech Symposium will be April 4th or 5th.

IT and Emerging Tech both now have Advisory Groups. There are still openings in both groups if anyone know people who would be interested.

Committee Chairs

Finance

Jim Wilkins reported that the committee was working on the 2018-2019 fiscal year and would have recommendations in the future.

Personnel

The Personnel committee is preparing for Betsy's 6 month review and Nancy Curries asked for feedback from Board members by Friday, Nov. 25.

Cheryl Kuonen is forming an Ad Hoc group to look at the website redesign and give feedback on the appearance. Members will be looking at prototypes. The group will use email and conference calls to conduct their business. The hope is that the site will be up by the end of January. Anita Woods, Cheryl and Lorena Williams will make up the group.

No Advocacy Reports

New Business

Copies of the Northeast Ohio Regional Library System FY2016-2018 strategic Plan which was reviewed by the Board at a meeting prior to the Board Meeting was passed out.

Jim Wilkens moved to approve and Anita Woods seconded. The motion was approved unanimously by voice vote.

Board Resolution #2017-14 Local Budget Transfer

This request was made to transfer \$2,774 From Contingency to Legal/Auditors Fee for the Local Fund.

Motion to approve was made by Jim Wilkins and seconded by Nancy Currie. Motioned was approved unanimously by a voice vote.

Betsy announced that she was forming a Big Idea Advisory Group whose goal was to be the development of ideas involving other organizations. She will be looking for a one year commitment from those interested.

Upcoming meetings:

Bylaws and Policy Committee Meeting

Tues. January 17, 2016 **9:00 a.m.**

1580 Georgetown Rd., Hudson, OH 44236

Board of Trustees Meeting

Tues. January 17, 2016 **11:00 a.m.**

1580 Georgetown Rd., Hudson, OH 44236

Adjournment

Jim Wilkins moved and Linda Yanko seconded a motion to adjourn the meeting. Motion carried unanimously by voice vote. Meeting adjourned at 1:45 pm

Respectfully submitted by Linda Yanko