

METROPOLITAN NEW YORK LIBRARY COUNCIL

Board of Trustees Meeting

Tuesday, March 15, 2011

3:00 – 5:00 p.m.

MINUTES

Present: Colleen Cuddy, Thomas W. Galante, Sandra Galef,
Neil Robert Grabois, LaRuth Gray, Hal F. Higginbotham,
Milan Hughston, Norman J. Jacknis, Heike Kordish,
James Neal, Jeffery Olson, Patricia C. Skarulis, Ann Thornton

Not Present: Betty A. Rosa

Staff: Dottie Hiebing, Executive Director; GP Varshneya, Finance Manager;
Lawi Laktabai, Assistant Finance Manager

President Norm Jacknis called the meeting to order at 3:00 p.m. and welcomed the members. Members gave updates on their institutions and/or personal or professional lives.

Mr. Jacknis asked for a motion to approve the minutes from the December 2, 2010 Board meeting. Jim Neal moved approval of the minutes, Milan Hughston seconded, and the minutes passed unanimously.

Mr. Jacknis reported that he is on the Regents' Advisory Council's Planning Committee which will be working to develop a vision and plan for library services called "Libraries 2020". The Council's plan will recommend future goals to the Board of Regents and to the Commissioner of Education.

Dottie Hiebing reported on a variety of activities including:

- METRO launched its new website (primary staff member: Jason Kucsma) which brings together several distributed services under one service provider at reduced costs; the site is built on the Tendenci member management software.
- Continuous improvements have been made to the scheduling, planning components, and remote access of METRO's professional development program, including SIG meetings

- Staff activities related to legislative visits and letters

GP Varshneya, Lawi Laktabai, Ms. Hiebing, and Treasurer Hal Higginbotham discussed the funds received and to come from the State. They also discussed the draft budget for 2011-2012 which was sent to the Board members. The draft 11-12 budget will be discussed at the May 12th Board meeting.

James Neal asked about the Board's goal for the reserve funds as a percentage of the budget. What should be the spend policy for the reserve funds? Mr. Higginbotham said that the answer for this question will go into the long range planning. This issue will be discussed when the new Executive Director is in place and can participate in the discussion.

Ms. Hiebing introduced the issue of METRO membership and the E-Rate applications. She referred to the resolution that METRO's attorney, Alan Bromberger, prepared. The Board approved the resolution with one change: the "special committee" should be changed to "Ad Hoc Task Force".

At 4:00 pm, the Board adjourned to meet in Executive Session, and Ms. Hiebing left the room.

In Executive Session Mr. Jacknis reviewed the search process for the Executive Director including retaining the services of the search firm, Halbrecht Lieberman and he presented the credentials of the finalist. Several of the board members were on the search committee and there was a full discussion among the board members. The board voted to approve the appointment of the final candidate and asked Mr. Jacknis to proceed with finalizing the contract with this candidate.

Mr. Jacknis then reviewed several options for running METRO until the new Executive Director could join full time in September. The board was in agreement on how to proceed.

The meeting was adjourned at 5:00.