

METROPOLITAN NEW YORK LIBRARY COUNCIL
Board of Trustees Meeting
Thursday, September 15, 2016
3:00 p.m. to 5:00 p.m.

Minutes

Present: LaRuth Gray, Josh Greenberg (video), Milan Hughston, Norman Jacknis, Shannon Mattern, Christopher Platt, Lisa Rosenblum, Patricia Skarulis, Bonnie Tijerina (video), Kelvin Watson (video)

Not Present: Mary Lee Kennedy, Leah Meisterlin, Jim Neal, Louis Zacharilla

Staff: Nate Hill, Shelly Mohammed (phone)

Norman Jacknis brought the meeting to order at approximately 2:11 p.m.

Jacknis moved to accept the board minutes from the May 23 and September 9, 2015 board meeting, seconded by Milan Hughston. The board voted unanimously to accept the minutes.

Board Action Items:

Jacknis motioned to re-affirm the vote to add Christopher Platt to the board, seconded by Lisa Rosenblum. The board voted unanimously, adding Platt to the board.

Jacknis explained that Jim Neal has stepped down as board treasurer and Josh Greenberg has volunteered to accept the position. Jacknis motioned to vote Greenberg in as board treasurer, seconded by Patricia Skarulis. Unanimously, the board voted Greenberg treasurer of the board. Nate Hill thanked Greenberg for accepting the position and agreed to set up a meeting between Jim Neal and Greenberg in order to ensure a smooth transition.

Jacknis made a motion to vote Rosenblum as Vice President of the board, seconded by Skarulis. Unanimously, the board voted Rosenblum as VP.

Jacknis reminded the board rules regarding telephone and video call-ins: Board members on video, can vote. Those calling in can listen, but are not allowed to vote. If you can see faces, they are allowed to vote.

Jacknis explained that he is working on Aspen Institute's project on the future of public libraries. Currently, no updates or news on a possible Aspen/METRO collaboration. Jacknis talked about the Gates Foundation closing its doors. There are legacy grants that may be phased out, so the closure will be gradual. Finally, not much news regarding activity from the Regents.

Treasurer's Finance Report:

Hill and Shelly Mohammed provided a brief update on METRO's finances, starting with the Income and Expense statement. Hill mentioned last year (June) will be closed out soon, and those reports will be distributed at the next board meeting. Skarulis asked about interest, investments, and membership dues. Mohammed explained that investment interest accrues monthly at 3 percent. Hill reported membership and dues are steady and have not decreased.

Executive Director's Report:

Status of the Move

- Will provide a spreadsheet or project plan with weekly updates once we have actual costs.
- Bookmarked \$500,000; \$700,000 for total cost of everything, not including landlord contribution.

This includes things beyond design and construction. Reasonable furniture and furniture solutions.

- Addtl tenants/subleasing is on the table.
- Event space and rental spaces are priority.
- Leave current space September 30.
- Off-site work October and November; free rent for new space.
- Off-site work plan and staff guidelines.
- Training, tours, and events will continue while off-site.
- Rentals, programs, sub-leasing, and long-term planning will offset rent increase after three years.
- Workshops, tours, and conferences will continue throughout staff transition.
- Ben Brady will be documenting METRO's *move* story.

Board Questions & Suggestions:

- What is the potential cap of expenses?
- How much of an investment are we making in the move?
- What are the implications for future financial status?
- Spreadsheet listing the categories and lows, highs, best guess, offsets, etc.
- Update the board with weekly reports on the process.

Mozilla Foundation updates

Revson Foundation Public Libraries Fellowship updates

ESDN and the State Library and State Archive

Annual Conference fee for members and non-members

METRO Fellows [Presentations](#)

The meeting was adjourned at 5:00 p.m.

2017 Board Meeting Dates:

Monday, February 27, 2017 (virtual)

Thursday, April 27, 2017

Friday, June 30, 2017

Thursday, September 7, 2017

Monday, November 6, 2017

Monday, December 11, 2017 (virtual)

All meetings are 3:00 p.m. - 5:00 p.m. at METRO.