



Western New York Library Resources Council

Board of Trustees

MINUTES/DISCUSSION RECORD

ATTENDING: Alicia Thompson (Erie 1 BOCES, SLS), Heidi Julien (UB/DLIS), Lindsay Delaney (Orleans Niagara BOCES SLS), Timothy Binga (Center for Inquiry Library), Deborah Chiarella (UB, HSL), Charles Lyons (UB-University Libraries), , Mary Jean Jakubowski (BECPL), Eli Guinee (Chautauqua Cattaraugus Library System), Kristine Kasbohm (Canisius College), Lisa Erickson (Nioga Library System), Paul Cieslik (Lipsitz, Green et. al), Sheryl Knab (Executive Director-WNYLRC), Debbie Porter (WNYLRC)

EXCUSED: Dennis Galucki (Founder and Director, Center for the Study of Art, Architecture, History and Nature), Justin Cronise, SUNY ECC, John Hood (Ecology & Environment), Michael Cambria (Buffalo School Library System)

ON POLYCOM:

ABSENT:

GUESTS:

DATE: **Wednesday, June 20, 2017 2:30 pm**

LOCATION: **Conference call due to small amount of business to conduct**

RECORDED BY: Pat Klaybor (WNYLRC)

MINUTES/DISCUSSION RECORD

TOPIC	DISCUSSION/ CONCLUSIONS	RECOMMENDATIONS/ACTION/ EVALUATION/FOLLOW-UP	RESPONSIBILITY & TARGET DATE
1. Call to Order	Lindsay Delaney called the meeting to order at 2:35 pm.		
2. Approval- May 2018 Meeting Minutes	Lindsay Delaney asked for a motion to accept the May 16, 2018 meeting minutes.	Heidi Julian made a motion to accept the May 16, 2018 meeting minutes, seconded by Mary Jean Jakubowski. Motion passed unanimously.	
3. Accounting Mgr/Treasurer's Report	Tim Binga reported that everything was in order and that we are nearly at the end of the fiscal year. Investments are down slightly, but otherwise in line. Debbie reported that although		



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	<p>they are down on this report, they are both currently rebounding. Debbie has received another update since this board packet was sent. Tim wanted to just mention that we should be thinking about what we will do with the Barclay CD. It is up in March of 2019.</p>	<p>The decision was to let the Business and Finance Committee discuss it and get back to the board with recommendations.</p>	
<p>4. New Business a.) New Patron Organizational Member</p>	<p>WNYLRC has been working with SLAWNY (School Librarians' Association of Western New York) for a while now. They have held meetings here at WNYLRC and would like to hold co-sponsored workshops in the future. We have also had discussions with them on the CTLE (Continuing Teacher and Leader Education). They would be joining WNYLRC as a patron organizational member.</p> <p>Lindsay Delaney asked for a motion to accept SLAWNY as a patron organizational member of WNYLRC.</p>	<p>Heidi Julian made a motion to accept SLAWNY as a patron organizational member of WNYLRC, seconded by Tim Binga. All in favor, with one abstention, Alicia Thompson.</p>	
<p>5. Executive Director's Report</p>	<p>Sheryl informed the board that Matt Sajecki has resigned his position here at WNYLRC. Sheryl has investigated the best way to proceed, and has contracted with Lighthouse Technology Services to do an assessment here. They also do recruiting, so they will be sending us individuals that they feel can meet our needs. Sheryl thinks that possibly a hybrid situation would work. Lighthouse to work on the network and a person with programming skills to do coding. Eli Guinee suggested reaching out to Matt Koeppel, who used to work for one of the NY3s councils. Apparently, the funding that supported his current job was cut and he is available.</p> <p>There was a special libraries meeting to assess the feasibility of an archival position here at WNYLRC. There was a lot of information exchanged. The plan now is to have an assistant work</p>		



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	<p>place. Now, the Employee Handbook will be renamed to include the Administrative Policies that are also contained there. Eli also extended a thank you to whoever worked on this revision. Good job.</p> <p>Lindsay Delaney asked for a motion to accept the revised WNYLRC Employee Handbook and Administrative Policies.</p>	<p>stated that it would be more work to calculate out the accepted rate in different regions. Common sense should be applied when traveling and ordering meals. Sheryl was also asked a whether WNYLRC pays for alcohol. We do not.</p> <p>Heidi Julian made a motion to accept the revised WNYLRC Employee Handbook and Administrative Policies, seconded by Eli Guinnee. Motion passed unanimously.</p>	
7. Other Business	There was no other business.		
9. Announcements	Sheryl reminded the board members that the September board meeting will be held the same day as the Annual Meeting of the Membership, Thursday, Sept. 20 th . It will be earlier in the day at the same venue, Niagara Crossings Hotel & Spa, in Lewiston.		Sheryl will confirm the time of the meeting and get back to the board.
10. Adjournment	Lindsay Delaney asked for a motion to adjourn. The meeting was adjourned at 3:05 pm.	Heidi Julian made a motion to adjourn, seconded by Mary Jean Jakubowski. Motion passed unanimously.	