



MINUTES/DISCUSSION RECORD

COMMITTEE: WNYLRC Committee Chairs Meeting Spring 2016

ATTENDING: Robin Tashjian (WNYLRC), Pat Klaybor (WNYLRC), Sheryl Knab (WNYLRC), Heidi Bamford (DHP/WNYLRC), Jaclyn McKewan (WNYLRC), Debbie Porter (WNYLRC), Olivia Helfer (HLSP/WNYLRC), Heather Damico (Erie 1 BOCES), Carol Kowalik-Happy (Olean Public Library), Ronda Turner (Cattaraugus Allegany BOCES School Library System), Linda Lohr (UB-HSL), Joe Riggie (ECC-North), Cindy Konovitz (UB), Cindy Koniniec (WNYLRC), Jill Aures (WNYLRC), Scott Richmond (State University of New York at Fredonia),

Excused: Chana Kotzin (Jewish Buffalo Archives Project) Becca Bley (Daemen College), Renee Masters (BECPL), Grace Di Virgilio (WNYLRC/HLSP)

ABSENT:

DATE: May 19, 2016

LOCATION: WNYLRC
RECORDED BY: Pat Klaybor

TOPIC	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ACTION/EVALUATION FOLLOW-UP	RESPONSIBILITY & TARGET DATE
1. Call To Order	Sheryl Knab called the meeting to order at 9:15 am.		
2. Introductions	Introductions were made around the table.		
3. Approval of Fall 2015 Minutes	Sheryl asked for a motion to approve the Fall 2015 meeting minutes. That meeting was held on October 2, 2015.	Scott Richmond made a motion to approve the minutes. Carol Kowalik-Happy graciously seconded, with a correction pointed out involving her name. Motion passed unanimously. There was second name correction, both will be made.	
4. Committee	There was \$1,500.00 in the committee funding		



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<p>d). Committee Funding Update-Debbie Porter i. Individual committee funds ii. Committee workshop funds</p>	<p>information is harvested from individual profiles. New members have been added to the individual committee listservs already to make it easier to conduct committee business, although their terms do not begin until 7/1/16. The current members whose terms expire this year will be removed from the listservs and rosters by 6/30/16.</p> <p>Debbie Porter gave her report on the committee funds. Debbie reported the balances of each individual committee. She commented that these balances should be accurate unless there were any recent expenses or payments that have not posted yet. There are three committees with low balances. They are CHIA, High School to College and WNYLA. It was decided to give each of these committees \$500.00 out of the committee funding line for the 2016-2017 year. That means there will be \$500.00 left in that budget line of the allocated \$2,000.00 for any of the committees to access.</p>	<p>Libguides. There is information on two different platforms, so sometimes it is hard to keep up with changes. Also discussed were the possibility of term limits displaying on the website. Currently, only the Board of Trustee members' terms are displayed. There was also a discussion regarding removal of committee members that do not fulfill their obligations to the committee.</p>	<p>Cindy will look into this with our webmaster, Jim Scherzi.</p>
<p>6.WNYLRC Updates a). Website- Jaclyn McKewan/Cindy Koniniec b). Continuing Education Offerings-Heidi Bamford</p>	<p>Jaclyn reported that the legislative representatives are now listed for all member libraries, both the NYS assembly and senate. The representative's name and the district number are included. Please let either Jaclyn or Cindy know if you notice problems on the website, so they can communicate with the webmaster.</p> <p>Heidi reported on a genealogy workshop that was held here yesterday, with 28 participants. Heidi also reported on upcoming workshops. Next week there will be a mini Human Library demo and "how to" demonstrating the necessary steps to host a successful Human Library event. Both Heidi and Sheryl attended the Human Library event at ECC and thought it was a wonderful concept. There is going to be a Catalogers Cogitation workshop on 6/20/16. There are two more WNYLRC 50th Anniversary events scheduled, one on 6/14/16 at the</p>		



<p>c). Committee Chairs Report for Newsletter</p>	<p>Richmond Memorial Library in Batavia and the second one on 8/10/16 at the Reed Library at the State University of NY at Fredonia. The culmination of these events will be WNYLRC's Annual Meeting of the Membership that will be held on 9/30/16 in Ellicottville. Heidi encouraged the committee chairs to attend these events, and, of course, the Annual Meeting. She is also working on the Fall 2016 workshops, which will be in clusters, such as Workplace Competencies, Access & Preservation and Academic Issues. If anyone has ideas for workshop, please let Heidi know.</p> <p>To gain more content in the WNYLRC newsletter committee chairs could report on things the committees are planning or workshops presented. Also any "newsy" items from your institution can be submitted for use in the newsletter. Another suggestion was to put the RBDB grant recipients in the newsletter.</p> <p>General WNYLRC Updates-The 16-17 projection of state funding shows a 4% increase in revenue for WNYLRC Because of this increase, there will be more money put into new projects. Also, Sheryl thanked those who participated in the advocacy this year. She also mentioned that on 8/2/16 there will be a Thank You Breakfast that the legislators are invited to. Any members that wish to attend are also welcome. Immediately following the breakfast there will be a meeting to strategize our advocacy plans for the coming year. One of the proposed ideas is to hold the legislative meeting in area libraries, instead of legislative offices. This would give the legislators a better picture of what libraries actually do for the community.</p> <p>Sheryl informed the chairs that the WNYLRC Award Program has started for 2016. Postcards have been mailed out to everyone. She encouraged everyone to think about nominating either a person or a program for an award. The deadline for submission is 6/10/16. It is earlier than usual because the Annual Meeting of the Membership is earlier this year.</p>		
<p>7. Committee updates a.)</p>	<p>Committee for Health Information Access-CHIA (Renee Masters/Olivia Helfer) Cindy Konovitz was standing in for Renee Master and gave the CHIA report. The committee has already participated in outreach events this year, four last month alone, including the Williamsville East HS Health and</p>		



	<p>Fitness Fair and the Erie 1 BOCES Employee Wellness Day. Upcoming events being planned include WNY Children's Psychiatric Center Employee Wellness Fair, the Family Health Fair and the Elmwood Festival of the Arts. CHIA will be holding a meeting in June to discuss volunteer coverage for these events.</p>	<p>Discussion ensued. It was suggested that pictures of these outreach activities be put up in the newsletter and the blog. Also discussed was Wi Fi capability at these outreach activities. Possibly we could use a hot spot to be able to demonstrate online resources. Olivia will look into the possibility of this and see if this type of connectivity is affordable.</p>	
<p>7. Committee updates b.)</p>	<p>Continuing Education Committee-(Rebecca Bley/Jaclyn McKewan) Jaclyn gave the report for the CE Committee because Becca Bley suffered an injury and is in the hospital. Jaclyn started by reporting on the activities of the committee in the "off years", between the bi-annual conferences. Last year the committee sponsored the PechaKucha session, this year they sponsored a Lightening Talks: Serving Special Populations workshop. They are planning for the 2017 conference, which will focus on practical themes. They were hoping for another historical location and have investigated the Hotel Henry. Unfortunately, it seems it will not be available by next spring. They are contemplating BNHV (Buffalo Niagara Heritage Village) and using food truck for the catering option. One speaker they are considering is Craig McDonald. The conference will take place in April of 2017.</p>		
<p>7. Committee updates c.)</p>	<p>High School to College-(Heather Damico/Robin Tashjian/Heidi Bamford) Heather reported that the HS2C committee is working on a number of items, including updating the contact list of college librarians willing to work with high schools and sending out postcards in early fall. The purpose of the postcard is to market the committee to stakeholders, with brief information about who we are, what we do and to direct individuals to the WNYLRC website and the committee LibGuide. There were also discussions within the committee regarding an identifying marker or logo that would be easily recognizable as a branding tool. Because of the request by this committee for a logo, it was decided to use the WNYLRC logo and incorporate each of the standing committees into its' own recognizable logo. This is in process now, with an art designer that WNYLRC uses. All logos should be completed by the Fall</p>		



	<p>Committee Chairs Meeting and samples will be brought to that meeting. This committee is also planning a panel presentation to key college administrators and school superintendents and principals. The committee would like these key people to understand the importance of information literacy as well as what is important at the high school level to be successful at the college level. Although the committee has not yet identified their panelists, they are seeking representation from the following: a NYS Regent, a member of the Middle State Committee on Accreditation and personnel from NYS Education. More details to follow. Lastly, the committee has expanded information on the LibGuide by adding instructional tools that have been used by committee members. A new tool is added on a monthly basis.</p>		
<p>7. Committee updates d.)</p>	<p>Preservation (Chana Kotzin/Linda Lohr/Heidi Bamford) Linda Lohr reported that they are preparing for a new Preservation Institute, which will be held in the Fall of 2016. This will be a multiple session institute (4), similar to the previous ones that were held. There are a number of presenters including Howard Besser, George Blood, Stephanie Cole, Ken Fox, Monica Gray, Heather Gring, Mike Igoe, Ryan Perry and Carolyn Tennant. The institute has been given CE credit, with each session being worth .5 CE hours. Save the Date cards are being mailed this month. The committee is also planning a DPlan (Disaster Plan) hands-on class for September 22, 2016. Heidi has made some updates to the committee LibGuide.</p>		
<p>7. Committee updates e.)</p>	<p>RAC (Scott Richmond/Carol Kowalik-Happy/Sheryl Knab) The RAC Committee has met three times since the Fall Committee Chairs Meeting. One of the meetings was held at the newly renovated Hamburg Public Library. The RAC Chairs also reported that \$40,000 was made available to members through the RBDB grant process. The approved grants were reported on individually. The committee also made changes to the upcoming 2017 RBDB Grant Guidelines. Basically the change was made to prevent the use of grant funds to offset existing staff's salary for member organizations that apply for funding. Additional initiatives funded with 2016 money could include a copyright lawyer, delivery and other projects currently being investigated. The committee is still in the information gathering stage of the Regional Delivery System initiative. A survey has been sent out to directors.</p>		



	After investigating the Union catalog idea it was determined that the infrastructure needed is too expensive. The committee also discussed an institutional repository. It was concluded that the interest of the academic libraries needs to be gauged to see if the idea is worth pursuing. With the potential budget increase in 2017, funds to member grants could also increase. The next meeting of RAC will be held 8/12/16 at WNYLRC.		
8. Committee updates e.) 1. Ask Us 24/7 Jaclyn McKewan	1) Ask Us 24/7 Update (Jaclyn McKewan) – The Ask/Us participants are involved in a chat software pilot. They are testing LibraryH3lp and LibChat.		
7. Committee updates e.) 2. New York Heritage/NYS Historic Newspapers- Jaclyn McKewan	2) New York Heritage (Jaclyn McKewan) Jaclyn reported that the WNYIndex is up on NY Heritage and the 2016 RBDB grants have been decided. NYS Historic Newspapers- We are seeking more newspapers for our area to digitize to bolster representation from the Western NY area.		
7. Committee updates f.)	Resource Sharing (Joe Riggie/Sheryl Knab) The RSC successfully held its' all day conference, The Wide Angle on 3/4/16. Based on feedback, the conference was a success. The WNYLRC training facility was at capacity and the participants were well satisfied. The committee is also working on a GoldRush project. GoldRush is used to help its' member libraries organize their electronic resources. GoldRush provides a common platform for libraries to analyze collections. The RSC investigated other options such as SCS's GreenGlass, but they were very expensive. The committee initiated a pilot program with GoldRush and there are nine institutions participating, including Buffalo State College, ECC, UB, Niagara University and RIT. The next step will be to investigate database "rental" options.		
7. Committee updates g.)	WNY Library Assistants (Ronda Turner/Pat Klaybor) The committee sponsored a GTKY (Getting To Know You) on 10/27/15 at the Buffalo Museum of Science with 22 attending. A second GTKY was held at the History of Medicine and History of Radiology Collections (UB). There were 12 attendees. This event was held on 4/12/16 and was also a celebration of Library Assistants Day. At the last committee meeting, it was decided not to hold another GTKY or workshop until the Fall of 2016. NYLA's LATP (Library Assistants Training Program) will be held at WNYLRC in May of this year. The training consists of three full days on consecutive weeks. The committee felt that we would be greatly		



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	diminishing our pool of attendees by holding another event this spring. We are tentatively planning a Fall Safety Workshop and putting together the components of a half day workshop. Ronda reported that we are still, as always, working on membership. Actually our numbers are increasing. We have two new members, which brings our total to nine. Also, three of our past workshops were chosen by NYSLAA (NYS Library Assistants Association) to be offered at the state conference which will be held next month.		
9. Fall 2016 Meeting	The date for the Fall 2016 Committee Chairs Meeting was set for Thursday, October 20, 2016.		
10. Adjournment	Sheryl asked for a motion to adjourn. Meeting adjourned at 11:17am.	Joe Riggie made a motion to adjourn. Scott Richmond seconded. Motion passed unanimously.	