

**MINUTES  
ALLEGHENY COUNTY LIBRARY ASSOCIATION**

**BOARD OF DIRECTORS MEETING  
FEBRUARY 22, 2016**

**BOARD MEMBERS IN ATTENDANCE:** Kristen McMahon, Ronald Borczyk, Sharon Helfrich, Tracy Soska, Sally Coyne, Glenn Schillo, Richard Betters

**BOARD MEMBERS ABSENT:** Tom Herward

**OTHERS IN ATTENDANCE:** Marilyn Jenkins, Kimberley Hrivnak, Amy Stromberg, Laurie Anderson, Carrie Lane, Jenny Worley, Matt Allen, Tina LaMark, Amy Steele

**7:00 P.M.     Call to order** – Richard Betters

**Determination of Quorum** – Quorum established.

**Public Comments** – None.

**Consent Agenda** – MOTION made by Soska and seconded by Helfrich to accept the January minutes and December financials. MOTION carried, no oppositions.

**Requests for Additions or Changes to the Agenda** – None.

**Reports and Communication**

- A. **President's Report** – None given.
- B. **Directors Report** – Jenkins reported that the Millvale Community Library is in the process of integrating its collection into the countywide database with a target date for completion of July 1. Millvale has also hired Lisa Seel as their Executive Director. Jenkins stated the Sto-Rox Community Library has been operating under an administrative services agreement with the Sewickley Library. Plans are being discussed to move the library to the Father Ryan Art Center in McKees Rocks so that Focus on Renewal can consolidate multiple programs it offers in a single community location. ACLA is working with Sto-Rox to facilitate relocating the telecommunications network and evaluate options in the new space.
- C. **Audit Committee Update** – Schillo reported that the auditors will be conducting field work at ACLA this week. A preliminary draft of the audit should be received in early to mid-April for the Committee's review. Final

draft of the audit will be presented to the Board at its May meeting in order to deliver to the RAD by the deadline of June 1.

- D. Governance Committee Update – Helfrich reported that the Governance Committee is working on a revised draft of the member library agreement. The goal is a review process with the libraries that would allow for a January 1, 2017 implementation of a new agreement.
- E. LAC Report – Worley reported that the LAC reviewed a 2016 planning calendar for discussion topics and focused the February discussion on library safety and clearance policies. Next month will focus on advocacy and community engagement.

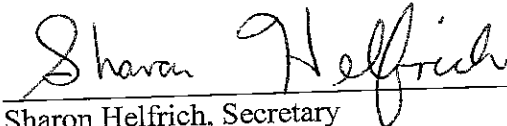
#### **Specific Topics for Discussions and Motions**

- A. Advocacy plan review – Jenkins reported that a meeting was held with Joe Kuklis to review a preliminary advocacy plan. He has met or spoken with libraries in all five regions as well as funders and other stakeholders. He has spoken with ACLA Board members current and past and LAC officers. Based on input received, Kuklis will establish a set of priorities and actions to address those priorities.
- B. Review of Community Responsiveness Standards – Helfrich reported that a seven question survey was sent to all libraries regarding their current practices in community engagement. Responses will be reviewed at the next LAC meeting. This input will add current best practices in our libraries to the resources being assembled by the Community Responsiveness Work Group.
- C. Governance Standards Resources – Anderson shared with the Board the resources that have been assembled on the Wiki to support libraries in implementing the new Governance Standards.
- D. Consideration on new Library Standards – Jenkins reviewed a policy for Library Service to Underserved Communities, revised per previous Board feedback. MOTION made by Soska and seconded by McMahan to adopt the policy. MOTION carried, no oppositions.

**Public Comments** – None.

The meeting adjourned at 7:10 P.M.

Respectfully submitted,

  
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Sharon Helfrich, Secretary