

**MINUTES
ALLEGHENY COUNTY LIBRARY ASSOCIATION**

**BOARD OF DIRECTORS MEETING
JANUARY 11, 2016**

BOARD MEMBERS IN ATTENDANCE: Tom Herward, Kristen McMahon, Ronald Borczyk, Sharon Helfrich, Tracy Soska, Sally Coyne

BOARD MEMBERS ABSENT: Richard Betters, Glenn Schillo

OTHERS IN ATTENDANCE: Marilyn Jenkins, Kimberley Hrivnak, Amy Stromberg, Laurie Anderson, Carrie Lane, Carolyn Marks, Jenny Worley, John Smart

7:00 P.M. Call to order – Tom Herward

Determination of Quorum – Quorum established.

Public Comments – None.

Consent Agenda – MOTION made by Borczyk and seconded by McMahon to accept the December minutes and November financials. MOTION carried, no oppositions.

Requests for Additions or Changes to the Agenda – None.

Reports and Communication

- A. **President's Report** - Herward introduced and welcomed new Board members Tracy Soska (South Region) and Sally Coyne (East Region). Herward asked Board to sign the annual Conflict of Interest statement for the record. Herward referenced Board committee assignments for 2016. Jenkins noted that a CPA is needed for the audit committee and invited recommendations.
- B. **Directors Report** – Jenkins reported that authorization was given regarding a 1.8% increase in the state subsidy for libraries. No date has been given when the money will be received. Jenkins has sent out communication to the libraries noting revised distribution amounts. Jenkins stated that Joe Kuklis, who is working on advocacy, has conducted numerous interviews with key stake holders and libraries and will have a report prior to the next Board meeting. Jenkins handed out article from the Tribune Review regarding the Millvale Library announcing its membership in ACLA. Jenkins reported that

the online portal received approximately \$8,000 in donations for libraries last year, and there are plans to promote this opportunity more extensively this year. Three additional libraries have signed on for the Accounting Services: Crafton, Millvale and CLAV, and Avalon is considering.

- C. LAC Report – Worley reported that the first LAC meeting will be held in the coming week. There will be an open discussion to identify topics for 2016.

Specific Topics for Discussions and Motions

- A. Panel report and recommendations – Jenkins reviewed recommendations from the County City Library Service Panel and actions since the report was released. She also noted work related to the adopted 2016-18 Strategic Plan that will support and further those recommendations.
- B. Work Plan for 2016 – Jenkins shared an outline of a work plan created by staff for implementation of the Strategic Plan. There will be quarterly reports on progress on the Plan.
- C. New Library Standards – Jenkins reviewed a preliminary outline of standards for new, “start-up” libraries. This had been previously tabled by the Board pending adoption of the System Standards in 2015. The Board discussed options for service in underserved areas and the implications of new libraries on funding streams. The Board asked for fuller narrative on service options to be added and made other recommendations. The matter will be reconsidered in February.
- D. Banking Documents – The Board reviewed and accepted bank documents and designated signatories (see attached).

Public Comments – None.

The meeting adjourned at 8:20 P.M.

Respectfully submitted,



Sharon Helfrich, Secretary