

**MINUTES  
ALLEGHENY COUNTY LIBRARY ASSOCIATION**

**BOARD OF DIRECTORS MEETING  
OCTOBER 29, 2015**

**BOARD MEMBERS IN ATTENDANCE:** Tom Herward, Brad Fish, Sharon Helfrich, Kristen McMahon, Richard Better, Glenn Schillo, Ronald Borczyk

**BOARD MEMBERS ABSENT:** Al Kamper

**OTHERS IN ATTENDANCE:** Marilyn Jenkins, Kimberley Hrivnak, Amy Stromberg, Tina LaMark, Laurie Anderson, Carrie Lane, Kathy Robinson, John Smart, Paula Kelly, Amy Steele, Adaena Tray, Carolyn Marks, Anita Greene-Jones

**6:00 P.M.     Call to order** – Tom Herward

**Determination of Quorum** – Quorum established.

**Public Comments** – None.

**Consent Agenda** – MOTION made by Fish and seconded by Borczyk to accept the September minutes and September financials. MOTION carried, no oppositions.

**Requests for Additions or Changes to the Agenda** – Jenkins asked to add approval to the budget prior to General Membership meeting.

**Reports and Communication**

A. **President's Report**

Herward reported that Millvale Library will officially become a Member of ACLA on January 1, 2016. Herward stated the budget will be discussed in Board and General Membership meeting. The PA budget has not been passed and a good chance it may not be passed by end of year. Every library needs to consider a plan for the possibility of not receiving State Aid in January.

B. **Executive Director's Report**

Jenkins reported that confirmation of the preliminary 2016 budget from RAD was received on the line items that were requested. The RAD will release its final budget on November 23, 2015. Jenkins stated that Accounting Services

agreements have been executed with Crafton Library and Millvale Library with additional libraries considering. Jenkins reported that ACLA is currently interviewing for a part-time accountant to provide back-up for Amy Gilligan. Jenkins reported that the new RDA (cataloguing) accreditation program was implemented and libraries were notified regarding staff members who passed the accreditation. This allows for greater control over the quality of the shared catalog records.

C. LAC Report

Greene-Jones reported that winter meetings will be held in centralized locations so there is not as much travel involved and also looking to telecommunications for those who cannot attend meetings. Greene-Jones stated that the \$35,000 added to eResources by end of 2015 was appreciated by the selection team. The LAC voted to add \$50,000 to next year; \$25,000 will be the responsibility of the individual libraries and the other \$25,000 from County coordination aid.


**Specific Topics for Discussions and Motions**

- A. Draft Budget – Jenkins reported that there were not significant changes to the budget since the Finance Committee authorized for release and comment; changes reflect updated forecast and some formatting suggested by Member Libraries, including additional information on grants. MOTION made by Borczyk and seconded by Schillo for approval of fiscal year 2016 Budget. MOTION carried, no oppositions.
- B. Strategic Plan – Jenkins reported that input was requested from libraries and changes have been made to Strategic Plan per the input. Jenkins went over those changes with Board and explained that it is a three year plan that would start in January. MOTION made by Fish and seconded by Betters to approve Strategic Plan. MOTION carried, no oppositions.
- C. Local Library Board Meetings – Jenkins reported that she has been attending local library board meetings, hoping to visit all local boards within 12 months. These conversations are extremely helpful, allowing her to gain a deeper understanding of local issues and to answer any questions. Helfrich thanked Jenkins and stated how helpful it was to the Robinson Township Board.
- D. Millvale Library – Jenkins reported that Millvale Library has signed the administrative services agreement with the system; the Library is meeting the minimum state standards; the RAD granted preliminary approval to include Millvale in the 2016 formula distribution. eiNetwork is assisting the Library with its potential conversion of local holdings into the union catalog. The State has been updated on progress. The next step is to officially petition the Carnegie Library of Pittsburgh to cede the population, as it previously ceded Robinson and Kennedy Townships to the Robinson Township Library, and Duquesne to the Carnegie Library of Pittsburgh. MOTION made by Fish and seconded by Borczyk to request that the Carnegie Library of Pittsburgh cede the population of Millvale Borough to the Millvale Community Library. MOTION carried, no oppositions.

**Public Comments** – Kathy Robinson of Crafton Library encouraged libraries to view eResources invoicing as a local contribution to the collective resources available to all residents of the County.

The meeting adjourned at 6:35P.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Albert Kamper". The signature is written in black ink and is positioned above a horizontal line.

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Albert Kamper, Secretary