

**North Central Regional Action Committee
Minutes of September 14, 2011 meeting**

The meeting was held at the James V. Brown Library, Lowry Room on September 15, 2011 with the following in attendance:

Roberta Greene (Union County)	Snyder Co.)
Shirley Alters (JVB)	Sue Williams (Milton)
Ed Pollack (Hartmann Group)	Kimberly King (Priestley Forsyth)
JA Babay (Ross)	Lynn Williams (Priestley Forsyth)
Carol Roinick (Sullivan County)	Bonnie White (Thomas Beaver)
Shelby Kinsey (Blosssburg)	Sarah Stoodly (Bradford County Library)
Ruth Davis (Genesee)	David LaFrance (Bradford County System)
Barbara McGary (NCLD)	Meghan Evans (Montgomery House Warrior Run)
Gail Broome (Degenstein)	
Jennifer Johnston (Selinsgrove/	

M. Rowse called the meeting to order at 1pm.

Shelby Kinsey made a motion to approve the minutes from the May 18 meeting. Jennifer Johnston seconded. Motion passed.

Ed Pollack from the Hartman (Insurance) Group presented information about Director's and Officer's liability insurance. Any entity that has a board should consider this as protection for the personal assets of the board. To get a quote, Hartman must have a completed application, a copy of the library's bylaws, the library's current budget, and a list of the officers. Examples for this kind of insurance include misappropriation of grant funds. Sexual harassment would be included under employment insurance. The minimum premium would be about \$900/year. Ruth Davis raised concerns about another cost for small libraries. Barbara McGary asked all to take the information back to their library boards, and the district will provide an overview of the policies. Everyone can get a larger discount if we apply as a group. If interested, applications due back to the district office by October 31. This is just for a quote, not a commitment to purchase the insurance.

Melissa Rowse asked for someone to take over as chair of the Regional Action Committee. Anyone interested should email her directly.

Review of Regional Goals and Strategic Plan 2010

Melissa Rowse gave an overview of the new regional structure. The Regional Steering Committee came up with four goals they would like the Regional Action Committee to act upon.

- **Summer Reading:**
 - Ruth Davis said Genesee tripled their participation
 - Melissa Rowse noted that the 8great.org resources will be available through next year. This may be a good time to talk to service organizations in the area because they often look for projects at the end of the year.
 - JA Baby prepared materials for the schools on the 8great.org resources, and Diane Whitaker presented them.

- Roberta Greene sent information to all of the school board members.
- **Develop partnerships:** The Department of Health is an example, for the health literary prong of PA Forward. Barbara McGary suggested inviting local health organizations into public library to do presentations. JA Babay worked with partner at the Grange Fair for a “shoe garden” and got word out about one book.
- **Regional resource sharing:** RSC wants RAC to find out what our top priorities are for Nov. 16 meeting. RSC will make goals for RAC based on those priorities
 - *Tumblebooks* – 16 libraries were in favor and wanted to purchase at \$399 (Bradford (9), Green Free, Mansfield, Thomas Beaver, Bloomsburg, Clinton County, Berwick, Milton, Degenstein). Each branch must pay for a subscription. The subscription is *only* for Tumblebooks Library (K-5), and the district will pay half of the subscription cost. (17 libraries x \$200 = \$3400).
 - *Health insurance* – Many libraries can’t offer to even directors. JVB just went with Geisinger because it was most reasonable for amount of procedures, will contact representative and have him speak to group at November 16 meeting. Other possibilities are Highmark, Blue Cross. Roberta Greene is investigating insurance through their Chamber of Commerce. Bonnie White will look into national healthcare program and its impact.
 - *Supplies* – Brodart offered us a 20% discount for being in Pennsylvania and may offer a larger discount if we purchase as a consortium. Melissa will put together a survey to see what needs are (book tape, covers, etc. – not office supplies).
 - *Technology* – some libraries need IT-savvy person, and there are business that provide tech services. Is there an interest in a cooperative agreement for a person to do tech services. Bradford County system uses BLAST in Williamsport, and they may be willing to expand. Only two libraries have an IT person on staff, and Sullivan County has a consultant. JA Babay suggested an agreement with Best Buy or Walmart for best prices. Barbara McGary said we can consider sending Charles Ormsbee into the field more and to come to the RAC meetings.
 - *Audit* – Consider one or two companies to do the yearly library audits. Find one firm that’s familiar with libraries so everyone is on the same page.
 - Gail Broome suggested we look into electronic databases, such as Mango Languages.

Updates and announcements

Clare Zales will stay as Director of Commonwealth Libraries; she may not need to be reappointed.

All Columbia County libraries have been affected by flood. CCTL BOMO is ok, but library itself is devastated. It may be moving to Buckhorn mall.

Sullivan County – Carol Roenick reported that this is the third time had water this year. The library was still closed from Hurricane Irene when had flooding from Lee. They sandbagged the front door, but now have mold issues.

Barbara McGary reported that Janice Trapp retired, and she is serving as interim system administrator and executive director of JVB. Melissa Rowse noted that it was Janice's choice to stay active in PaLA and not have a large retirement party.

Rick Miller has resigned at McBride to go to Osterhout Free Library in Wilkes Barre as library and system administrator.

Melissa Rowse is creating a programmers database (including reviews), and plans to visit every library by the end of October. She will be surveying the libraries to see what their needs are in terms of a new district consultant.

Melissa has also created a GoogleGroups for the district. Invitees have to respond "yes" to invitation for GoogleGroups to participate, but can view archives by visiting <http://groups.google.com/group/nclcd>. The group was created for district librarians to talk to each other; Melissa will still send out district information via email. Librarians can post documents, such as county coordination plans, technology plans, etc.

Access PA is \$295 per library per year. The Access PA catalog is not updated unless you're a Millennium library going to Evergreen. Otherwise, libraries must manually add and delete holdings as Access PA is not doing full file replacements.

Non-resident fees: There are a number of libraries that charge non-resident fees, all in counties that do not have county systems. If you have a county system, you can charge out-of-county fees. You may also charge a fee for ILL and postage to out-of-county users.

ILL: JVB will pay for shipping to you and return shipping. We now allow DVDs, audiobooks, etc. to be loaned with six-month grace period. Use the www.jvbrown.edu/ill form or email Beth Schetroma (bschetroma@jvbrown.edu).

Free Library of Philadelphia is offering library cards to residents in the state for free, includes access to HeritageQuest, Mango Languages, and their OverDrive collection.

The next meeting is November 16 at 1pm at James V Brown.

Meeting adjourned at 2:50 pm.

Submitted by Beth Schetroma.