

North Central Regional Steering Committee
Minutes of May 18, 2011 meeting

The meeting was held at the James V. Brown Library, Lowry Room on May 18, 2011 with the following in attendance: C. Lynn Williams, Kim King, Alice Zaikoski, Richard Miller, Melissa Rowse, Diane Whitaker, JA Babay, Charles Omsbee, Janice Trapp, Kelly Walter, Shelby Kinsey, John Meckley, Lydia Kegler, Bonnie White, Hal Pratt, Jody Cole, Carol Roinick, Ruth Davis, Jeff Singer, Beth Bisbano, Anne Kruger, Tom Reeder, Karen Temple, Barbara McGary, Beth Schetroma, Pam Ross, David LaFrance

M. Rowse opened the meeting with the introduction.

B. McGary made a brief statement about the upcoming retirement of K. Temple. She explained the purpose of the meeting was to discuss the district negotiated budget for the upcoming fiscal year, and led the group through the standards required of the district and the district library center. A copy of the standards was given to all in attendance.

B. McGary then turned to the Guidelines for Negotiating Agreements, also in the packet given to attendees.

J. Meckley asked why #s 4, 5, and 6 were highlighted in the guidelines. B. McGary said that it was because they were sources of confusion during last year's meeting. Under No. 4, the district consultants were given raises this year equal to the raises given the staff of the James V. Brown Library. For No. 5, the administrative fee is now included in the budget.

For guideline No. 6, B. McGary noted that it addresses the value of the Brown Library as the District Library Center. The funds put into collection development are non-negotiable. According to the standards, the DLC must spend 12% of the operating budget into the collection.

H. Pratt noted that if neither the collection development budget nor the district staff salaries are negotiable, there isn't much left to negotiate.

B. McGary said that we, as a district, have to have the meeting and go through the process of approving the negotiated budget. There also are several line items that –are– negotiable.

J. Trapp pointed out that with level funding from the state, there really isn't much we can do or change. J. Cole confirmed that OverDrive is the only shared resource at this time, and it was noted that the NCLD pays for the service, while the Brown Library pays for the content.

J. Trapp also noted that the proposed budget assumes the district wants to continue to have two district consultants. No one objected.

B. McGary started with a line-by-line discussion of the proposed budget, beginning with salaries. She then moved on to the first line item to be negotiated, the travel expenses for the district. M. Rowse proposed an increase to the travel budget in order to secure more visits to the district libraries from the district consultants. JA Babay suggested that Skype could be used to off-set some of the travel costs, and B. McGary noted that the library also has a subscription to Gotomeeting. There is also a \$10,000 grant from the state for continuing education and programming/outreach workshops, so both of those budget lines were decreased. The consensus was to keep the travel budget as is.

The next line item was the Tech Support/Training. B. McGary noted that the cost has gone down significantly in past years because of the work Charles Ormsbee has done. C. Ormsbee noted that \$500 is just enough to squeak by, and the decision was made to increase the Technology Support/Training line item by \$200 to \$700, and to reduce the continuing education line item to \$1300.

Under the budget heading of District Resources, B. McGary again noted that the Collection Development materials were non-negotiable and that the OverDrive line item is for the OverDrive service, not the content. She spoke to the need to increase use of the InterLibrary Loan system and the IDS. She encouraged all district librarians to check the JVB catalog for materials first, as the Access PA catalog is no longer being updated. Each library will be given a JVB library card to be used for accessing the JVB online databases and resources.

R. Greene asked if there was a better package available from OverDrive if more funds were allocated. C. Ormsbee said that we already have their best package but could enhance the service by adding more materials. He also noted that we are not currently purchasing HarperCollins titles because of the publisher's decision to cut off check outs at 26. It is a possible cost-sharing initiative if the district libraries want to contribute funds to the purchase of additional downloadable books.

M. Rowse asked for a motion to accept the proposed budget. K. Walter asked that additional funds be added to the OverDrive budget. P. Ross also asked that more of the \$88,000 collection development be spent for OverDrive content.

J. Singer made the motion to accept the budget. Seconded by J. Cole. Motion passed unanimously.

J. Trapp asked to salute the district staff supported by the budget.

J. Meckley asked how long the district consultant position would be vacant. B. McGary explained that they are currently working on a job description. J. Trapp

asked if there were certain attributes that would be useful to the district libraries. R. Greene liked that K. Temple is not a librarian. M. Rowse said that a marketing ability is useful. D. LaFrance noted that advocacy and public relations skills are helpful.

M. Rowse noted that she had asked for an increase in the travel budget because she found the work the district consultants did on the political side useful. B. McGary said that the library trustees really should be the point people, but the district consultants can provide them with all of the information they need to advocate. K. Temple noted that the politicians only really pay attention to those in their voting area, so those are the ones to advocate.

At the end of the meeting, flowers and a card were presented to K. Temple in honor of her retirement on May 31.

The meeting adjourned at 1:30 p.m.

Submitted by
Beth Schetroma
Acting Secretary