

Library Association of Rockland County  
Minutes  
Executive Board Meeting  
December 17, 2015

Present: Anthony Hosmer, Danielle Connolly, Jennifer Brown, Jim Farrell, Veronica Reynolds, Brian Jennings, Carol Connell Cannon, Joann Arendes, Maria Gagliardi, Jessica Bowen, Tracy Allen, Jennifer Daddio

Absent: Jane Marino

CALL TO ORDER – 10:02. Meeting called to order by C. Connell Cannon.

1. MINUTES of November 19, 2015. Motion to approve M. Gagliardi. Second B. Jennings. Approved.

2. TREASURER'S REPORT – J. Arendes reported that LARC has received ½ of its County funding. J. Arendes presented the Treasurer's Report. Motion to approve M. Gagliardi. Second B. Jennings. Passed.

3. DIVISION REPORTS

a. Adult Services – B. Jennings announced that Adult Services is scheduled to meet on January 15, 2016. Reported on follow-up to oral history project including a Spring training. Cost for training is \$500. There was a discussion of the equipment needed. Should LARC purchase equipment for sharing or reimburse libraries for purchase of equipment? No decision was made. The end product is creating content for HRVH. A letter with a copy of the oral history CD is to be sent to County legislators. B. Jennings shared information he and C. Blanchette received from SENYLRC/HRVH regarding fees that may be generated for storage of digital preservation files in "dark file" and inclusion of those fees with annual fees. The question was raised if those fees need library approval. It was clarified that fees would be generated if it were necessary to retrieve our digital preservation files. The "dark file" is back up of material already in HRVH. M. Gagliardi made a motion for HRVH to include our digital preservation files in a "dark archive. Second J. Bowen. Passed.

V. Reynolds reported on the LARC Award for books already published. Guidelines were distributed to board members. V. Reynolds requested funds for prizes, the purchase of winning books for all libraries and gold foil stickers to affix to the winning books. She suggested that the award be presented at the annual meeting and getting the winning author to speak at the meeting. There is the possibility of developing award categories. In that case, additional copies would be purchased for libraries. Concern was raised on LARC acknowledgement on the certificate. J. Bowen reported that she had reached out to the Kurz foundation for funding. There has been no response, so far. The suggestion was made for a formal letter from LARC to the foundation requesting funding. The next meeting of the award committee is scheduled for January to work on the rubric and submission form for authors. Promotional materials (advertising) are needed at this time. T. Allen made a motion to grant \$250. To support advertising the LARC Award with funds to be charged to the printing/reproduction line. Second M. Gagliardi. Passed.

b. Teen Services – J. Daddio reported on the "SCRAWL" project, that is the publication of teen writers. She contacted the NY Council for the Humanities for funding and was told this project is not eligible. It is estimated that printing costs will amount to about \$650.00, with the addition of refreshments for the book launch in May and an honorarium for guest editors. Total costs are projected at \$1,200.00-\$1,500.00. J. Daddio asked to prepare a written proposal for the January Board meeting.

c. Youth Services –Next meeting is scheduled for January 15, 2016. The mock Caldecott-Newberry contest is scheduled for January 5, 2016. There are new requirements for YouthFest. These include 3 people at every booth, liability insurance from the parent organization, and mandatory training for those staffing the booth. At the January 15<sup>th</sup> meeting, youth services will discuss if there is still interest in participating in YouthFest. The question was raised if youth services want to use the bulk of their budget to fund people to participate in the YouthFest booth? The result of the discussion will be brought to the January Board meeting.

d. Advocates – Jim Farrell has volunteered to work with advocates group with the main focus to be on trustee education and the idea of basic duties and responsibilities of board members. Brief discussion of the difference in the Advocates Division and Committee on Advocacy within LARC. C. Connell Cannon appointed Jim Farrell to the advocacy committee.

4. OLD BUSINESS

a. By-laws review- It was reported that directors were not supportive of combining advocacy and customer service divisions. B. Jennings made a motion to change the number of members necessary to request a special meeting to 7 members in good standing. Second J. Brown. Passed. No change to the quorum needed for the annual meeting. This will be reviewed and evaluated after the June 2016 which will incorporate changes in format and possible continuing education credit for attendance.

- b. Coordinated calendar – No report.
- c. Rockland County Funding – No word on 2016 funding.
- d. Schedule of hours – J.Bowen will place order.
- e. Spring book repair workshop – J. Bowen reported that the book repair workshop is scheduled for May 4, 2016 , 9:00-1:00 at Finkelstein PL.
- f. Membership application – M. Gagliardi made a motion to cover \$41.25 in printing costs from the printing/stationery line of the budget. Second J. Bowen. Passed.
- g. Evaluation of LARC by LARC members- There have been 37 responses posted so far on Survey Monkey.

5. NEW BUSINESS

- a. Letterhead – There is no letterhead with the new logo. C. Connell Cannon will contact Laura Grunweg to set-up new letterhead through Starpress.
- b. Table Runner – J. Bowen to order table runner with new logo.
- c. Outreach – Brief discussion of LARC outreach and advocacy at various County events. No resolution.

Motion to adjourn B. Jennings. Second J. Daddio. Passed. Meeting adjourned at 11:55.

Next meeting January 21, 2016. Tentative site Suffern PL – to be confirmed.

Anthony Hosmer,  
Secretary