

METROPOLITAN NEW YORK LIBRARY COUNCIL
Board of Trustees Meeting
Monday, May 23, 2016
2:00 p.m. to 5:00 p.m.

Minutes

Present: LaRuth Gray, Josh Greenberg, Norman Jacknis, Shannon Mattern (phone), Jim Neal (phone), Lisa Rosenblum, Patricia Skarulis (phone)

Not Present: Milan Hughston, Mary Lee Kennedy, Bonnie Tijerina, Kelvin Watson, Louis Zacharilla

Staff: Nate Hill, Shelly Mohammed, Kerri Willette

Norman Jacknis brought the meeting to order at approximately 2:09 p.m.

Jacknis moved to accept the board minutes from the February 22, 2015 board meeting, seconded by Josh Greenberg. The board voted unanimously to accept the minutes.

Jacknis mentioned all votes that were made electronically will be reaffirmed at this meeting. The following items were reaffirmed by in-person votes:

- Affirmation that METRO's Form 990 has been reviewed by board members.
- Re-affirmation of the vote to relocate METRO.
- Re-affirmation of the vote to approve updated METRO bylaws, personnel policies, and benefits.
- Re-affirmation of motion to approve METRO's NYS Plan of Service.
- Resolution on the pursuit of a lease relocating the Metropolitan New York Library Council to the 8th Floor of 599 11th Avenue.

Respectively, the motions were seconded by LaRuth Gray, Lisa Rosenblum, Greenberg, Jim Neal, and Greenberg. Unanimously, the board voted to accept all motions.

Nate Hill gave a brief introduction about Leah Meisterlin to the board. Jacknis mentioned speaking to Leah about METRO and her potential role as a board member. Jacknis motioned to accept Meisterlin as a METRO board member, seconded by Greenberg. Unanimously, the board voted in Meisterlin as a member of the board. Meisterlin will be formally and officially voted in by the membership at METRO's annual conference in January 2017.

Board members were reminded that the bylaws state the total number of METRO board members can not be less than 5, nor exceed 25.

Jacknis mentioned his service on the working group of the Aspen Institute's project on the future of public libraries. There have been discussions about a joint venture between METRO and the Aspen Institute to carry on innovation in the library world. Next, Jacknis, Hill, and the board congratulated Neal on his elected role as President of ALA. Everyone thanked Neal for his support, contribution, and dedication as Treasurer of the METRO board. Neal has resigned as Treasurer, and Hill will start the recruitment process to fill the position, while encouraging others to step into the role.

Treasurer's Finance Report:

Hill and Shelly Mohammed provided a brief update on METRO's finances, starting with the Income and Expense statement. METRO's overall finances are in great health. The board turned its attention to the FY 2016-17 budget spreadsheet. Gray lead the discussion by inquiring about the philosophy or guide motivating

the budget. Hill and Kerri Willette spoke about new programs and initiatives at METRO that are great, relevant, and necessary, but currently unsustainable; the need for sustainability, reformed revenue structures, and new funding sources that maintain and sustain programs and projects. New digitization initiatives with fee structures that become a part of the operating budget. A 3-5 year plan to create, and build new membership fee structures based on digital services, including ESDN. Revson and Mozilla are new and current sources of funding. Jacknis motioned to approve FY 2016-17 budget. Seconded by Greenberg, the board unanimously approved the new budget.

Hill provided an update on METRO's relocation to 599 11th Ave.: new lease; construction build-out phases; organization transition and how it affects staff and operation; staff and membership engagement; comparable and competitive spaces; commute time; and a brief analysis on the impact of members.

Executive Director's Report:

- Digital services and the long term plan
- Revson grant
- Mozilla fdn grant
- METRO Fellowship
 - Application process has ended
 - 43 applicants, narrowed down to 12
 - Next phase of interviews; in-person and video
 - Advisory committee will make final decision

Neal suggested providing documentation on areas of focus, criteria, PR plan, and project outcomes.

Greenberg suggested documenting the process as-you-go; how you did this. Demonstrating the process and being able to provide a blueprint from beginning to end, as interest will be highest in this area, particularly for future/potential funders.

- Fundraising discussion

At 4:30 p.m. the board held an executive session regarding METRO personnel.

The meeting was adjourned at 5:00 p.m.

The next board meeting will be held on Friday, September 9, 2016, 3:00 p.m., at METRO's new location: 599 11th Ave., 8th Floor, NY, NY 10036.

2016 Board Meeting Dates:

Thursday, September 15, 2016 (In-person)

Thursday, October 27, 2016 (Virtual)

Thursday, December 8, 2016 (In-person)

All meetings, 3:00 p.m. to 5:00 p.m.