

**North Country Public Library Directors Organization
Minutes
27 April 2006
Potsdam, New York**

The meeting was called to order at 10:37 a.m. by President Barbara Wheeler.

Attendance: Barbara Wheeler [Flower], David Franz [Potsdam], Vicky Brothers [Norfolk], Lynn Swafford [Canton], Linda Voorhees [Cape Vincent] Paul Schaffer [Massena], Elaina Smith [Madrid] Stella Todd [Heuvelton], Joan Kampnich [Croghan] Charlotte Garafalo [Gouverneur] Patricia Musante [Potsdam] Dennis Eickhoff [Colton] Steve Bolton [NCLS], Guest Speaker Gary Throop.

The minutes of the October 5, 2005 meeting were approved on a motion by Stella Todd, seconded by Pat Musante, carried.

Gary Throop, investment representative for Edward Jones presented a program entitled “ One Stick, Two Carrots” which dealt with fiduciaries, board liability, fundamental investment principles for non-profits and investment policy statements and why they are needed.

Following the presentation, discussion followed with those present reporting on how their library handles their investments. It was thought that perhaps Gary could do a presentation for the trustees segment of the annual meeting.

Old Business

A sample contract, job description and evaluation form was handed out by Steve Bolton. This information was asked about at an earlier meeting and Yvonne Reff but the information together.

New Business

Liaison Committee: No report.

Meeting with Senator Wright: Linda Voorhees reported on meeting in which about nine attended. She reported that it was a positive experience and felt that it was worthwhile. Linda also reported on an “adopt a legislator concept” in which we would adopt a legislator from another part of the state, and ask them to come up and see how we operate.

NCLS Director Updates

Steve Bolton reported that NCLS received a NYPA grant in the amount of \$75,000 and 100,000 through Senator Wright as a member item. The monies will go toward the computer training labs.

A one-time construction grant in the amount of 14 million dollars have been approved by the state in which NCLS will receive \$431,000 to distribute among the member libraries. Also monies totaling 3 million dollars have been approved for the systems, of which NCLS will receive \$62,000. Monies will now be paid out using the 2000 census instead of the 1990 one.

Contact should be made to legislators either by letter, e-mail or phone call thanking them for their support of library funding.

Universal Card: discussion was held on a universal system card. The non-automated libraries would have to send their patron information to NCLS to be loaded on the computer.

A motion was made by Paul Schaeffer to support the universal system card, seconded by David Franz, carried.

Steve reported that NCLS is currently working on its 5 year plan of service.

The annual system meeting is scheduled at Jefferson Community College on October 7, 2006. A “surprise” author will be the keynote speaker.

The “what is my job” new trustee orientation work shops are coming up. They will be held in Pulaski, Potsdam, Lowville and at NCLS.

Any e-mail or address changes involving library staff or trustees need to given to Mary O’Donnell at NCLS.

A discussion was held on the frequency of directors meetings and locations. One possibility was to have each county have a directors meeting and that everyone would get together at the annual meeting. Agendas could be made up and sent to everyone with topics to discuss and report to each other through e-mails and at the annual meeting. Another thought was to hold two meetings a year, both in Watertown for a more central meeting place.

A motion was made by David Franz that the next meeting be held at the NCLS service center on June 20th, seconded by Paul Schaeffer, carried.

Discussion was also held concerning public relations for our organization. Perhaps the NCPLDO could be added to the NCLS website.

Questions came up regarding “My Space” of whether any libraries were having problems with patrons using it. If your library is incurring any problems, it should become part of the computer policy for your library. Also it might be an idea for a library to host a program for parents concerning “My Space” that would involve law enforcement etc.

Discussion was held on the use of the Literary Guild book program and if there were any problems.

A question rose as to whether or not libraries are using pockets and pocket cards. Some of the automated libraries use them, others do not. Many older patrons like the pocket cards for due dates.

Sandy Lamb sent a note that she had a concern with the slowness of the borrow list and stated it was slow and that you had to switch between screens.

A question was asked about whether or not an attorney was retained by NCLS. Steve reported that he had someone in mind who might help out on issues that pertained to the system and would probably not be available for member libraries for individual problems.

Motion for adjournment by Stella Todd, seconded by Charlotte Garafalo at 12:37 p.m.

Respectfully submitted,

**Dennis E. Eickhoff
Secretary NCPLDO**