

**OCPL Membership Council**  
**Minutes of Meeting – September 12, 2017**  
**Central Library**

Present: M. Backus (OCPL), K. Benson (Maxwell), J. Chubon (Salina), C. DiSanza (Elbridge), R. Dunsmore (Paine/White), B. Giardina (OCPL), D. Golden (Solvay), A. Gregory (Central), B. Hastings (NOPL), A. Hayes (Tully), C. Johnson (Mundy), J. Kalkbrenner (PT), S. Kushner (Lafayette), D. Marmor (BT/BC), N. Marquis (Skaneateles), K. McCaffrey (NOPL), J. Milligan (Manlius), S. Mitchell (OCPL), M. Norton (Salina), J. Park (Central), W. Scott (DeWitt), S. Shoemaker (OCPL), K. Cofta Sims (OCPL), J. Teska (Soule), A. Travis (OCPL), M. Van Patten (Baldwinsville), J. Hurst Wahl (OCPL), J. Widrick (Marcellus), G. Wisniewski (Liverpool)

Prior to the meeting, Susan Mitchell introduced Senator John DeFrancisco and thanked him for his years of support for libraries. Grant monies procured by the Senator this year funded special programs, mobile maker labs and summer learning initiatives across the county. Senator DeFrancisco discussed the value of libraries and expressed his intention to continue to work for library funding. Photos with the group were taken.

Meeting called to order at 10:15 am by Jen Milligan

**A. Action & Discussion Items**

1. March meeting minutes approved (no amendments)
2. Summer learning successes and highlights were discussed, including new adult summer reading programs, eclipse events, STEM programs, backpack giveaways, passive coding activities, free lunch @ Central, Best Buy Geek Academy, Adulting 101 for Teens and Jamesville Prison outreach.

**B. Committee Reports – shared prior to meeting**

1. Collection Development (B. Giardina)
  - i. Recommend renewal of Reference USA without the health component and Canadian data for \$14,040. Approved.
2. Resource Sharing (S. Shoemaker)
  - i. Patron-initiated ILLs will happen soon. Testing is needed to make sure the process works, then staff training will be scheduled before the launch. Books will still be shipped directly to the borrowing library and returned via OCPL.
3. Youth Services (M. Norton)
  - i. No questions on the submitted report.
4. System Services (A. Travis)
  - i. An outreach survey distributed to members found a need to list services and special collections available at each library.
  - ii. A website for system members with this information and a calendar for training, workshops and meetings is planned.
  - iii. Current priorities are developing the website and the Professional Development and Training Committee doing a needs assessment regarding staff knowledge and skills.

**C. System News & Highlights**

1. OCPL 2018 Budget Update (S. Mitchell)
  - i. OCPL has been asked to reduce the need for county revenue by 5% due to flat sales tax and the need to repay the fund that backed last year's retirement incentives, which may impact Maintenance of Effort.
  - ii. Other county departments have been asked to cut as well, but they have state mandates to meet.
  - iii. OCPL will use member library budget and building successes to demonstrate that local residents support library funding.

- iv. There has been informal discussion about consolidation of services and/or mergers with CLRC and other library systems.
- 2. 2017 System Accomplishments (S. Mitchell)
  - i. Included in the budget books for the county legislature.
  - ii. Details circulation and service highlights, digital and traditional literacy programs and system services to member libraries.
- 3. Finalizing OCPL Annual Report (K. Cofta Sims)
- 4. System Marketing Theme for 2018 (S. Mitchell, K. Cofta Sims)
  - i. Considering Libraries Transform by ALA. Will send survey to see if members want to opt in.
- 5. System Website & Newsletter (A. Travis, K. Cofta Sims)
  - i. System website is up on onlib.org. Has director and trustee resources, grant information and will have schedules for staff training, etc.
  - ii. The current thinking for a system newsletter is to have trends and information in the library profession and industry. This will help everyone keep up-to-date on issues in librarianship, especially those who don't have budgets for travel and conference attendance.
  - iii. Frequency under discussion.
- D. Membership Council Review
  - 1. Objective of the MC
    - i. Objective reviewed and thought to still be accurate.
  - 2. Frequency of Meetings and Format
    - i. Lengthy discussion about feedback from director and staff surveys.
    - ii. Proposed change of schedule to 6 meetings per year of the entire membership council and 6 meetings per year of the executive committee and coordinators, alternating. Approved.
    - iii. Executive committee meetings will be used for planning and MC meetings will be used for business.
  - 3. Committee Structure
    - i. New structure proposed that eliminates the mid-level advisory committees, leaving just the Membership Council with 4 working committees. Approved with one abstention.
    - ii. The intention of the new structure is to provide more direction for committees and to allow for initiatives to move from the bottom up and the top down.
    - iii. A proposal form will be created for staff members who have ideas they'd like to present to the MC for consideration.

Meeting adjourned at 12:05 pm by Jen Milligan

Next meeting – TBD