

Minutes of
May 23, 2011 ENY/ACRL
Board Meeting at Skidmore College

Present: Yu-Hui Chen, Natasha Cooper, John Cosgrove, Kathryn Frederick, Kathryn Johns-Masten, Francesca Livermore, Suzanne Preate, Bill Walker, Susan Zappen

Francesca Livermore called the meeting to order at 3:35 p.m.

Approval of Minutes from February 11, 2011 Meeting

F.Livermore made a motion to approve the minutes. J.Cosgrove seconded the motion. The minutes were approved with an edit to the Treasurer's Report.

Officer Reports

President – Francesca Livermore

Francesca discussed updates to the bylaws and Local Arrangements Handbook.

VP/Program Chair – John Cosgrove

John reported the results of the Annual Conference with over 100 attendees. Conference evaluations will be back from Jackson soon. Thank you notes will be sent to all speakers and checks for honorariums will be sent out soon. Two potential locations for the next conference are being investigated. A list of people interested in hosting Brown Bag Lunches will be forwarded to Tasha Cooper. Thanks to all for helping to complete another great conference.

Past President – Susan Zappen

Susan Z. has some information to share with F. Livermore, but had no formal report.

Treasurer – Yu Hui Chen

Balance carried forward from 5/20/11 \$ 15,930.45

Income Since end of April 2011

Membership Dues (8 @\$132, 6 @ \$15) \$ 186.00

Expenses Since end of April 2011

Francesca Livermore	ACRL Travel	\$	923.88
Susan Zappen	Librarian of the year plaque	\$	33.50
Skidmore College	Conference Catering Deposit	\$	950.00
Jim Neal	Conference keynote honorarium	\$	500.00
John Blyberg	Conference speaker honorarium	\$	100.00
Jeremy Cusker	Conference speaker honorarium	\$	50.00
Christian Miller	Conference speaker honorarium	\$	50.00
Suzanne Preate	Membership dues mailing postage	\$	11.04
Natasha Cooper	Librarian of the year award	\$	250.00
Lucy Scribner Library	Conference Folder	\$	97.00

Total \$ 2,965.42

Balance as of May 20, 2011 \$ 15,930.45

Secretary – Kathryn Johns-Masten

No report.

Archivist – Michelle Parry

No report.

Committee Reports

Communications – Kathryn Frederick

No report.

Government Relations – Bill Walker

Bill reported a more hopeful outlook for ARIA. John will go to NYSHEI conference with Bill. Reported pressure for colleges around the state to work together. ie. SUNY and CUNY are seeking to remove laws that prevent working with other entities.

Membership – Suzanne Preate

Suzanne reported that once registrations are received from Linda she will add these to the membership list. 10-15 print copies will be sent to those who requested them otherwise an electronic membership list will be posted to the website by the end of the week.

Old Business

- Glynis is working on transfer of website to new person.
- Seek clarification on the documents that need revisions made with Jean.
- Membership year issue is okay.
- Honorarium guidelines need to check language and clarify at August meeting and make sure it is updated in Local Arrangements Handbook
- Tax IRS eCard – must be done each year. Documents have been submitted by Y.Chen.
- State Charitable Organization – we are not certain of our status and might be exempt from annual registration fee and the need to re-register each year. Documents have been submitted by Y. Chen.
- HSBC Bank Account – bank upgraded our account then charged \$25 service fee. This was not requested by us. HSBC moved us to the HSBC Direct since our original account type is no longer available. HSBC Direct does not require us to maintain a certain amount of balance in our checking account. Service fee has been removed.

New Business

- Francesca mentioned the need to once a year check with Adirondack to see if we have mail.

- Francesca will work on setting up a drop box account.
- Barbara Grimes suggested having social events more often. Annual conference and brown bags are not enough would like to do other more casual social get-togethers to see each other that would not be structured.
- Francesca reported that hotel reimbursement should be increased from the current \$150/night for the president. A discussion ensued regarding various ways to increase this amount.

Motion: to increase hotel reimbursement from \$150/night to \$250/night for up to two nights.
Bill made the motion. Francesca seconded. Motion passed.

- Francesca will change Chapters Council members to John and Tasha.
- Bylaws are incorrect on website. Chapter bylaw changes information must be sent out by March 15th. Put the language together for the August meeting.
- Francesca contacted Chapters Council regarding submitting minutes and paper ballots.
- We will have a face-to-face meeting in August and the January meeting will be via phone.
- Discussed recruiting for new Programming Committee Chair and Archivist.

Francesca handed control over to John. Welcome to all new members.

The meeting adjourned at 4:25 p.m.

Respectfully submitted,
Kathryn Johns-Masten