

**SWON Libraries**  
**Executive Board Meeting**  
**SWON Libraries Headquarters**  
**July 14, 2006**

Attendance:

Kathy O’Gorman, President; Sandy Silber, Treasurer; Arne Almquist, Northern Kentucky University; Jay Barkey, Adams County Public Library; Linda Behen, St. Ursula Academy; Paris Head, Germantown Public Library; Norma Petkus, Bradford Public Library; Anne Abate, Executive Director; Glen Horton, GCLC Technology Coordinator; Sarah Schaff, GCLC CE Coordinator.

Guest:

Lise Tewes, GCLC Intern.

Call to Order: Kathy O’Gorman called the meeting to order at 2:09 p.m.

Presentation and Approval of the Minutes: Jay Barkey moved to accept the June 7, 2006 minutes. Norma Petkus seconded the motion, which was approved unanimously.

Presentation and Approval of the Financial Reports and Budget Transfer: Sandy Silber moved to approve the June GCLC financial reports as presented. The motion was seconded by Arne Almquist and approved unanimously by the former GCLC Board members in attendance. Sandy Silber moved to confirm the GCLC fund transfers. The motion was seconded by Arne Almquist and was approved unanimously by the former GCLC Board Members in attendance.

Anne presented an update on the membership and dues collection process. 73 members have committed to join SWON Libraries. We have received dues payments from 40 members. So far, two members and one non-member have taken advantage of the pre-paid CE offer. Our first check from the State Library of Ohio should be received in about two weeks. The switchover to the new bank is nearly complete.

Executive Director’s Report:

Anne reported on activities in June.

Anne and Jenny met with representatives from 5/3 Bank. SWON opened all of its accounts there. We have interest bearing savings and a checking sweep attached to it. We also opened a Certificate of Deposit at 5/3.

The staff has completed ordering all of the supplies and stationery for the office. The branding is consistent on all supplies.

The GCLC Intern, Lise Tewes, continues her research into an Ellison Die sharing network for SWON Libraries. She has been working with the members and will have guidelines in place when we are ready to set up the program.

Staff interviewed Pat Farr to work as the morning receptionist and office help. Pat was hired as of July 5<sup>th</sup>.

The office received a thank you note from the American Library Association for the \$4,000 contribution to the Hurricane Relief Fund.

Anne visited with all of the School Librarians at their annual picnic. Anne also attended one of the regional PLCH Branch Managers' Meetings. She has now been to all three regions. Anne attended a meeting of the Dayton Area Hospital Library directors and explained the benefits of SWON Libraries.

TechConnections 7 was a tremendous success. Staff spent much time on this and is proud of the results.

Staff planned a party on June 30 for the end of GCLC. About 25 people attended throughout the afternoon and it was a pleasant send-off.

Anne completed the Budget and funding request to the State Library for 2006-2007 and it was approved by their staff.

Anne attended the State Library of Ohio Board meeting on June 22 when the changes to the Regional Library Systems were officially made.

Anne and Sarah have been working on grants for the OKI Conference. Other planning for the Conference continues and will be getting more serious next month.

#### Technology Coordinator's Report:

Glen reported that New Horizons vouchers have been renewed for the year. They will be available to any library in the region. Instant messaging (IM) accounts have been set up for staff members. This provides an additional way for member libraries to contact us. Glen continues to participate in the Statewide Resource Sharing Taskforce. The group discussed the project and its goals. Glen also continues to assist in the (SAALCK) Breaking Down Barriers Conference happening at the end of October. The new web site is up, but work continues to migrate content from the old site as well as add new content/features.

#### Program Report:

Sarah reported on highlights from June 2006 programs. TechConnections 7, held in Dublin in early June, was a huge success. The Regionals have already started discussing holding this conference again in 2007. GCLC finished off its life with some very good programs. Sarah also highlighted upcoming programs for the next couple of months.

Strategic Plan Update: Anne has begun recruiting members for the Committee and spoke with Nancy about the appropriate approach to this. A general call for participation will go out soon. Everyone is encouraged to recommend members to Anne. She will provide a proposed committee at the next meeting so they will be ready to begin their work in September. The staff conducted a director and a member survey last month and they are still working with the results. They will provide a report to the Executive Board at an upcoming meeting.

Other Business: Anne asked if there were any final questions on the By-Laws. Small adjustments were made. They will now stand in draft format until they can be voted on by the entire Council in the fall.

Anne asked for comments on the FAQ document that the staff prepared and placed on the website to explain the conversion to SWON Libraries.

Anne asked everyone to consider the broader structure of GCLC that is being brought forward into SWON. We have the Strategic Planning Committee and will convene the Continuing Education Advisory Committee soon. Everyone is asked to review CEAC, Interest Groups, and other units within the organization.

Announcements:

Arne mentioned the KHECC conference and encouraged everyone to participate.

Arne announced the existence of the academic library certification program in Kentucky and how it is being expanded. NKU is working with Bluegrass Community College on the program.

Arne announced that Jim Nelson is retiring as State Librarian of Kentucky

Arne was named CIO of NKU, in addition to his duties as Associate Provost.

Arne reported that NKU has started an Informatics program.

Set Next Meetings:

Future Meetings will be on the second Friday of every odd month at 2:00 in the SWON Libraries Headquarters.

Adjournment: Linda Behen moved to adjourn the Board Meeting. The meeting adjourned at 3:52 p.m.

Respectfully Submitted,

Anne K. Abate  
Executive Director