

**SWON Libraries**  
**Executive Board Meeting**  
**SWON Libraries Office**  
**April 15, 2010**

Attendance:

Laurel Wolfson, Hebrew Union College (Chair); Sue Banks, Kenton County Public Library; Sarah B. Brown, Mason Public Library; Jason Buydos, Public Library of Cincinnati and Hamilton County; Anita Carroll, Franklin-Springboro Public Library; Emily Colpi, Mariemont High School; Marianne Cramer, Summit Country Day School; Amy Ensor, Xavier University; Carrie Herrmann, Boone County Public Library; Kathy Poulton, Archbishop Moeller High School; Cathy Shaffer Goodin, International Paper; Mike Whiteman, Northern Kentucky University, Chase Law Library.

Staff in Attendance:

Anne Abate, Executive Director.

Call to Order: Laurel Wolfson called the meeting to order at 2:10 p.m.

Presentation and Approval of the Minutes: Jason Buydos moved to approve the minutes from the February 8, 2010 meeting. Anita Carroll seconded the motion and it was approved unanimously.

Executive Director and Staff Report:

Anne asked if there were any questions regarding the staff activities in February and March. See the attached report for highlights of these activities.

Strategic Planning Committee Update: Sue Banks has started the process with instructions to the committee on conducting an environmental scan in their type of library.

Evaluation Committee Update: Laurel Wolfson reported that the committee met today and reviewed the Goals and Priorities of the Executive Director from last year. New goals were drafted and will be sent to the Executive Board in an email.

Development Committee Update: Cathy Shaffer Goodin reported that she met with Anne to brainstorm on some ideas for an event next year.

Marketing Committee Update: No update.

Nominating / Board Development Committee Update: Emily reported that the committee does have a slate that they will distribute to the Directors in advance of the Member Meeting next month.

Technology Advisory Committee Update: No update.

Continuing Education Advisory Committee Update: No update.

Executive Session:

Marianne Cramer moved to take the Executive Board into Executive Session with the Executive Director. Jason Buydos seconded the motion that passed unanimously.

End of Executive Session:

Mike Whiteman made a motion to end the Executive Session that was seconded by Emily Colpi and passed unanimously. The Executive Board has directed Anne to begin to re-focus the activities of the staff to better serve the entire membership with a focus on cost recovery of all programs. They have also that a balanced budget be drafted for 2010-2011 with no plans to take any funds out of reserves.

Presentation and Approval of the Financial Reports: Amy Ensor moved to approve the February and March financial reports as presented. The motion was seconded by Jason Buydos and approved unanimously.

Announcements: The Friends of SWON Libraries Reception will be held April 21 at Hebrew Union College. The speaker at the May 5<sup>th</sup> Membership Meeting will be Keith Koene, the Principal at Mariemont Junior High School.

Adjournment: Without objection the meeting adjourned at approximately 5:00 p.m.

Respectfully submitted,

Anne K. Abate  
Executive Director