

SERVICES COMMITTEE

October 8, 2008

PRESENT: Erin Apostol, Brian Hartson, Mary Muller, Richard Naylor, Lois Prenovost, LouAnne Lundgren, Philip Ritter

E. Apostol, Chair, convened the meeting at 3:30 PM. P. Ritter reported that he would be taking the Minutes in the absence of H. Fuge

I. REPORT ON CONSTRUCTION GRANT APPLICATIONS

P. Ritter reported on the status of the construction grant applications under the \$14 million program: Grace Kelly at DLD made some changes to the applications but they did not impact the Board's funding recommendations. She also asked for some additional information from the Rensselaer Library. Once the Rensselaer information was provided, G. Kelly approved all of the applications as presented. The applications are now in the hands of the Dormitory Authority of the State of New York (DASNY). There is no estimate on the timing of the application review and approval by DASNY.

II. GUIDELINES FOR CONSTRUCTION GRANT APPLICATION REVIEW

P. Ritter reviewed the "System Evaluation and Recommendation Form" that is submitted by UHLS with the grant applications. It was noted that the eleven criteria and requirements are extracted from the Commissioner's Regulations 90.12.

Discussion regarding the criteria to be used. There were three possible methods mentioned:

- 1 - Rank the projects in priority order and provide 50% funding for as many of the highest ranked projects as possible;
- 2 - Fund all of the approved projects at an equal percentage of the project request.
- 3 - Rank and fund the projects on an as-needed basis without preset criteria for how much funding or what percentage of funding.

R. Naylor noted that the Directors Association had asked that the Committee and Board establish this criteria and evaluation method in advance of the next round of applications so that there is consistency from year-to-year and the libraries would know what to expect before preparing their applications. Some Directors are frustrated when they apply for a grant and only receive a small percentage of the requested funding. Consensus that it is going to be a difficult project to develop the criteria.

Consensus that R. Naylor should poll the member library Directors to get input regarding the evaluation criteria and the preference, if any, for a system of evaluation and funding. The Committee will consider any feedback from this poll at the November meeting.

III. OTHER BUSINESS

E. Apostol reported that she will not be attending the November meeting.

Meeting adjourned 4:10 PM.

Philip Ritter

10/8/08