



***INTERLIBRARY DELIVERY SERVICE OF PENNSYLVANIA
MINUTES OF BOARD OF DIRECTORS MEETING
May 22, 2012 Phone Conference***

NOTE: UNDERLINING INDICATES ACTION ITEMS.

PRESENT Board Members –Lisa Rives Collens, Scott DiMarco, Katherine Furlong, Krista Higham, Roberta Jacquet, Georgia Laudenslager, Lyn Meek, Pamela Murphy, Denise Sticha, Cathy Wilt
Management Services – Pamela Newman Dinan

ABSENT Beth Bisbano, State Representative Patrick Harkins, Mary Maguire, Philip Tramdack,

President Lyn Meek called the meeting, held via phone conference, to order at 3:03pm.

1. Approval to accept a one-time payment of \$6000.00 from the Office of Commonwealth Libraries and to adjust the 2012 Annual Budget to reflect the additional revenue.

MOTION to accept a one-time payment of \$6000 from the Office of Commonwealth Libraries to be applied to fiscal year 2012. Motion by Scott DiMarco; Seconded by Cathy Wilt; Approved by all.

MOTION to adjust the 2012 Annual Budget. Under Income, the line item for "State Funds" would increase by \$6000 from \$630,000 to \$636,000. Under Income, the line item "Reserves" would decrease by \$6000 from \$282,779.20 to \$276,779.20. Motion by Roberta Jacquet; Seconded by Krista Higham; Approved by all.

2. Review the service charge structure - For address corrections, IDS currently charges \$23.00 per infraction plus UPS fees. For all other penalties, IDS charges \$25.00 per infraction plus UPS charges. IDS administration recommends changing the service charge structure to a flat \$25.00 service charge per monthly invoice plus UPS charges related to each infraction.

MOTION to aggregate the IDS service charge to a \$25.00 service charge per monthly invoice plus UPS charges for each infraction. Motion by Denise Sticha; Seconded by Scott DiMarco; Approved by all.

3. The Ad-hoc By-Laws Committee provided an update on their work. The committee has revised the By-Laws and prepared a draft for review by the Board. The Board will review and make suggestions on the by-laws by June 15, 2012. On June 22, Newman Dinan will send the by-laws to the BCIU22 solicitor for review. The Board aims to vote on the final draft of the by-laws during the July 2012 Board meeting and bring the revised document to the membership for approval during the Annual Membership Meeting on October 2, 2012.

4. **Request for Nominations** - Katherine Furlong, Chair of the Nominating Committee, requested that members of the Board send recommendations for nominees for the 2013 Board Election to the nominating committee. All nominees must be employees of a full member library. The slate of candidates will be presented to the Board during the July 2012 Board Meeting.

ADJOURNMENT

The meeting was adjourned at 3:26pm. MOTION by Krista Higham; Approved by all.

2012 BOARD MEETING DATES

All Board Meetings will take place at Dixon University in Harrisburg, PA and begin at 10:30am.

Tuesday, July 17, 2012

Tuesday, October 16, 2012

The Annual Member meeting will be held during PaLA on October 2, 2012 at 11:00am in Gettysburg, PA.