



INTERLIBRARY DELIVERY SERVICE *of Pennsylvania*

705 N. Shady Retreat Road, Doylestown, PA 18901

MINUTES OF BOARD OF DIRECTORS MEETING October 20, 2015 - Dixon University, Harrisburg, PA

NOTE: UNDERLINING INDICATES ACTION ITEMS.

PRESENT Board Members – Barbara Coopey, Scott DiMarco, Katherine Furlong, Krista Higham, Roberta Jacquet, Christine LaMark, Georgia Laudenslager, Catherine Wilt, Barbara Zaborowski
Management Services – Pamela Dinan

ABSENT Linda Filkosky, State Representative Patrick Harkins, Mary Maguire, Anne Kruger, Sandra Sander

President Barbara Zaborowski called the meeting to order at 10:31 am.

WELCOME

APPROVAL OF MINUTES

Approval of the minutes of the Board of Directors meeting on July 14, 2015. MOTION by Jacquet; Seconded by DiMarco; Approved by All.

FINANCIAL REPORT

Pamela Dinan provided an explanation of the IDS financial statements and cash flow throughout the fiscal year. She then discussed the 2015 Third Quarter financial report prepared by the BCIU22 Business Office. IDS current assets totaled \$2,423,067.47 as of September 30, 2015; the liabilities totaled \$56,646.18. This leaves IDS Net Assets totaling \$2,479,713.65 at the end of the third quarter 2015. IDS spent 66.89% of its 2015 budget as of September 30, 2015, and is in good standing financially.

Due to the state budget impasse, IDS is unable to confirm its 2016-17 state contribution of \$590,400 and has not received payment from the state since June 2015. The balance of the PA INVEST account is \$1,293,371.02 as of September 30, 2015.

ADMINISTRATOR'S REPORT

The UPS Quarterly Cost of Shipping Report for the third quarter of 2015 was distributed. In comparison to the third quarter in 2014, the number of UPS accounts increased from 180 to 181. Third quarter shipping increased 27% (from 92,988 to 118,320); the shipping expense increased by 16% (from \$415,106 to \$447,260).

Due to the incentives that IDS receives through its contract with UPS, IDS saved 57%, or \$582,668.11 (from the gross amount of \$1,029,928) on third quarter shipping costs.

Dinan presented a spreadsheet detailing the weekly shipping charges from January 1 to September 26, 2015 and explained the rationale for the various service charges. Dinan noted that UPS has not been charging service charges since the week of November 15, 2014.

Based on a September 17, 2015 snapshot, IDS has 181 Full Members and 191 Affiliates, totaling 372 members. IDS added two out-of-state full members: The New School and The New School (Clancy).

Dinan and Zaborowski reported on the successful Annual Member Meeting held on October 6, 2015. There were approximately 30 participants in attendance with limited questions about IDS Operations. Dinan distributed the October 2015 Update that was handed out at the Annual Member Meeting.

The Board discussed the current Pennsylvania state budget impasse and its potential impact on the Member Renewal and payment of member fees in January 2016. The Board will hold a conference call in December if the budget impasse continues. Dinan will schedule the conference call.

Dinan presented an update on Nationwide Shipping, which opened to all members on July 1, 2015. The report presented shipping statistics on the full membership's nationwide shipping activity as well as the shipping activity to each state.

OFFICE OF COMMONWEALTH LIBRARIES REPORT – Anne Kruger

No Report

COMMITTEE REPORTS

- A. Nominating Committee —*Tina LaMark* (Chair), Mary Maguire, Scott DiMarco
 - 1. A copy of the IDS 2016 Board Officers Election Results was distributed. The following persons were elected to the board for the three year term (2016-2018):
 - i. Sandra Collins, Director, New Castle Public Library (First Term)
 - ii. Donald Dilmore, Associate V. P. for University Libraries, Edinboro University (First Term)
 - iii. Nick Reynolds, Supervisor - Interlibrary Loan, Temple University (First Term)
 - iv. Mary Lou Sowden, Coordinator, Keystone Library Network, Pennsylvania State System of Higher Education (First Term)
 - 2. Scott DiMarco was nominated to serve as the Vice-President of the Board. MOTION by Wilt; Seconded by LaMark; Approved by All.
- B. Finance Committee – Roberta Jacquet (Chair), Barbara Coopey, Scott DiMarco, Krista Higham
 - 1. A copy of the 2016 Budget was distributed.
- C. Planning Committee – Catherine Wilt (Chair), Roberta Jacquet, Sandra Sander
 - 1. No Report
 - 2. Wilt will organize the Planning Committee to discuss a 5 Year Action Plan.
- D. Marketing Committee – Georgia Laudenslager (Chair), Katherine Furlong, Barbara Zaborowski
 - 1. A draft of the updated brochure was shared. The changes will be made and a final copy will be shared.

OLD BUSINESS

- A. Pennsylvania Integrated Library System (PAILS) Update – Dinan reported that Lew Maurer, Executive Director of PAILS, announced his retirement for the end of December 2015. A search is underway for a new Executive Director.

- B. HSLC/Access PA Update – Dinan shared that she was invited to attend the HSLC Board Retreat but the event plans changed. Dinan will invite Maryam Phillips to attend the February IDS Meeting to discuss partnerships between IDS and HSLC.
- C. DPLA Project Update – Cathy Wilt announced that Pennsylvania was approved to be a DPLA content hub in late August. Dinan shared the [link to the project page](#).

NEW BUSINESS

ANNOUNCEMENTS

- A. Zaborowski presented Certificates of Appreciation and expressed thanks to outgoing board members: Katherine Furlong, Krista Higham, Tina LaMark, and Linda Filkosky.

ADJOURNMENT

MOTION to adjourn by Wilt; Seconded by Furlong; Approved by All. Meeting adjourned at 1:08pm.

Board Meeting Dates

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

Tuesday, February 23, 2016 (Snow date Tuesday, March 1, 2016)
Wednesday, July 20, 2016
Wednesday, October 12, 2016
Annual Member Meeting – PaLA – October 16-19, 2016 in the Poconos