

**Minutes of the Pioneer Library System
Board of Trustees Special Meeting
Wednesday, June 25, 2014
Pioneer Library System, Canandaigua, New York**

PLS Board members: Pat Edwards, Carolyn Meisel, Christine Ryan, Pic Schade, Joanna Whelan; Excused: Mary Ellen Darling, John Lester, Carolyn Lyons, Anne Mancilla; Also in attendance PLS staff: Cassie Guthrie and Cindy Gardner.

Call to order

PLS Board President Carolyn Meisel called the special meeting to order at 10:41 a.m.

The board called this special meeting to address the tendered resignation of Executive Director, Cassie Guthrie, and the subsequent transition and search process.

Agenda Item 1: An overview of recent public library system director searches across New York State, including Pioneer's 2010 search, was given. It was agreed to advertise using Pioneer Library System, RRLC, and NYLINE listservs, the last of which will also result in an advertisement on the NYLA website.

MOTION 31: Joanna Whelan moved to reluctantly accept Cassie Guthrie's resignation effective 7/18/14. Chris Ryan seconded and the motion carried.

Agenda Item 2:

MOTION 32: Joanna Whelan moved to appoint Assistant Director Lauren Moore as Interim Director effective 7/19/14. Pic Schade seconded and the motion carried.

Agenda Item 3: The board began the discussion of an Ad Hoc Search Committee with Board President Carolyn Meisel tabling her appointments for the moment. The board discussed the success of the reorganization and team goal structure. The importance of an expedient search process was agreed upon.

Agenda Item 4: A draft job posting was presented and reviewed. It was decided to post the position as soon as website updates are able to be made, with an application deadline of 4 pm on Friday, July 18, 2014.

Agenda Item 5: The timeline was discussed with details to be worked out within the Ad Hoc Search Committee. Since approval of Public Library System Directors is required by NYS Division of Library Development before appointment by the PLS board, the committee hopes to complete the search process by September 2, 2014.

Board President Carolyn Meisel appointed four trustees to the Ad Hoc Search Committee: Pat Edwards representing Wyoming County libraries, Carolyn Meisel as chair and representing

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Livingston County libraries, Pic Schade representing Wayne County libraries, and Joanna Whelan representing Ontario County libraries. Cassie Guthrie was appointed to serve as staff to the committee until her departure on July 18, 2014. Cindy Gardner was appointed to serve as staff to the committee after Cassie's departure until the process is complete.

MOTION 33: Joanna Whelan made a motion to authorize the Ad Hoc Search Committee to act on behalf of the PLS board regarding the selection of the next Executive Director. Pic Schade seconded and the motion carried.

Agenda Item 6: Cassie reported PLS will receive \$40,000 in bullet aid again this year from Senator Nozzolio. Lauren Moore joined the meeting to propose using this grant to equip the large meeting room with cameras and mics so member libraries can stream meetings and workshops live or view at a later time. One of the Board's goals for 2014 was to provide remote access to member libraries, and this grant will allow us to fulfill that goal without applying for NYS Construction Aid, thus freeing up more construction aid for member libraries. The board agreed to this proposal.

MOTION 34: After heart-felt thank yous and well wishes to Cassie, Joanna Whelan moved to adjourn the meeting. The meeting was adjourned at 12:33 p.m.

Respectfully submitted,
Cindy Gardner
Approved September 17, 2014

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