

**Regular Meeting  
Nioga Board of Trustees  
April 21, 2020  
Nioga Headquarters**

The regular meeting of the Nioga Library System Board of Trustees was held on Tuesday, April 21, 2020 via teleconference.

**Present:** Charles Begley, Mary Anne Braunbach, Anne Engel, Dan Haight, Catherine Huber, Jonathan Incho, Marcia Riley, Brenda Whipple, and Marilyn Zaciewski

**Absent:** Craig Bacon and Christine Forster

**Staff members present:** Tom Bindeman and Lisa Erickson

**CALL TO ORDER**

Acting Chair, Mr. Haight called the meeting to order at 6:30 pm.

**APPROVAL OF MINUTES**

**Action:** It was moved by Mr. Begley to accept the minutes from the March 24, 2020 meeting as presented. Ms. Braunbach seconded and the motion carried.

**COMMITTEE REPORTS**

**Finance and Audit Committee**

The Monthly Budget Reports for January and February were included in the Board Packet.

Schedule of Payments - January

General Fund 2020-03 PR & GF	\$124,433.59
LAA Account 2020-03 LAA	\$12,785.10

March 2020 Employee Monthly Payroll Report was also included.

**Nominating Committee**

Mr. Incho updated the Board on two upcoming vacancies on the Board. Dan Haight, currently serving as the City of Tonawanda representative, has agreed to run again. Anne Engel of Genesee County is serving her second term and is ineligible to run again. Nominations are due by the end of April. A voting process will be explored in the next couple of weeks.

Mr. Incho also discussed the slate of officers for 2020/2021. Proposed are the following:

- Charlie Begley – President
- Mary Anne Braunbach – Vice President
- Dan Haight – Treasurer
- Christine Forster – Secretary

## **Program Committee**

Ms. Zaciewski informed the Board that the Annual Dinner scheduled for May 20<sup>th</sup> is cancelled.

## **PRESIDENT'S REPORT**

### **Charge to Committees**

- Mr. Haight charged the Nominating Committee to finalize the 2020/2021 slate of officers for the Nioga Board of Trustees.

### **Next Board Meeting**

**Action:** Ms. Braunbach made a motion to schedule the next board meeting for May 26<sup>th</sup>. Ms. Whipple seconded and the motion carried.

## **EXECUTIVE DIRECTOR'S REPORT**

### **Extension of Stay-at-Home Order and Continued Closure of Nioga Headquarters**

The State's Stay-at-Home Order will be extended until at least May 15<sup>th</sup>.

**Action:** In order to comply with Governor Cuomo's Executive Order, Ms. Braunbach made a motion to continue the closure of Nioga Headquarters until the Governor permits the re-opening of non-essential businesses. Ms. Whipple seconded and the motion carried.

### ***Paycheck Protection Program* Application**

**Action:** Ms. Zaciewski made a motion to submit Nioga's application to the *Paycheck Protection Program*. Ms. Whipple seconded and the motion carried.

### **Coronavirus and System Services**

Tom Bindeman informed the Board that the System's priority is to maintain remote access to electronic resources (ebooks, audio books, downloadable movies, etc.) via the computer system.

### **Budget Update**

The impact of COVID-19 has affected the annual budget process heavily. Governor Cuomo proposed \$91.6 million in library aid (a \$5 million cut from last year's enacted budget). The legislature agreed that Library Aid will be \$94.1 million (a 3% reduction in library aid). But because various formulas are applied to aid for cooperative library systems, the reduction is actually just under 5%. State Construction has also been cut to \$14 million.

The Governor, in partnership with the Department of the Budget, will review the state's revenues and expenses throughout the year (three periods). If deemed necessary, the Governor has been granted authority to make budget adjustments. State Library leaders are predicting a final cut in library funding of 20% to 25%.

As a result of the unpredictability of these cuts, Tom Bindeman recommended to the Board initial reductions in expenditures by July 1<sup>st</sup>. If state revenues are further cut during FY2020, additional reductions may be needed. A 15% reduction in the budget may mean staff reductions.

**Employee Compensation**

**Action:** Mr. Incho made a motion to extend full-time and part-time employee compensation from April 25th to May 29<sup>th</sup>. Ms. Zaciewski seconded and the motion carried.

**MEMBER LIBRARY DIRECTORS' & TRUSTEES' COMMENTS & CONCERNS**

No issues were brought forward.

**OLD BUSINESS**

There was no Old Business to discuss.

**NEW BUSINESS**

None presented.

**ADJOURNMENT**

The meeting was adjourned at 7:08 pm.

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Secretary