

**Regular Meeting  
Nioga Board of Trustees  
May 26, 2020  
Nioga Headquarters**

The regular meeting of the Nioga Library System Board of Trustees was held on Tuesday, May 26, 2020 via teleconference.

**Present:** Craig Bacon, Charles Begley, Mary Anne Braunbach, Anne Engel, Jonathan Incho, Marcia Riley, Brenda Whipple, and Marilyn Zaciewski

**Absent:** Christine Forster, Dan Haight and Catherine Huber

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

**CALL TO ORDER AND ROLE CALL OF BOARD MEMBERS**

Ms. Engel called the meeting to order at 6:30 pm.

**2019/2020 BOARD OFFICERS**

The Nominating Committee recommends the following slate of officers:

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

**Action:** Ms. Whipple made a motion to approve the 2019/2020 slate of officers as presented. Ms. Riley seconded and the motion carried.

**APPROVAL OF MINUTES**

**Action:** It was moved by Mr. Begley to approve the minutes from the April 21, 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 2020-04 PR & GF & SRF	\$ 63,281.24
LAA Account 2020-04 LAA	\$ 14,046.94

April 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. There are two nominations for her seat. A voting process will be explored in the next couple of weeks.

### **Program Committee**

Ms. Zaciewski informed the Board that the Annual Dinner scheduled for May 20<sup>th</sup> is postponed due to the Coronavirus. Plans for a substitute annual dinner have been tabled until another meeting.

## **PRESIDENT'S REPORT**

### **Next Board Meeting**

**Action:** Mr. Begley made a motion to schedule the next board meeting for June 23rd. Mr. Bacon seconded and the motion carried.

The Obituary for Batavia resident, Eleanor Found was shared with the Board. Ms. Found served on the Nioga Board from 1978 to 1989.

## **EXECUTIVE DIRECTOR'S REPORT**

### **Staffing Update**

Mr. Bindeman updated the Board on staffing during the building closure. Mr. Bindeman averages about 7 hours per day at Nioga Headquarters. Ms. Erickson averages about 5 hours a day plus works from home. Some other professional staff have been working from home.

### **Update on Library Services**

Most member libraries have been closed since late March. E-resources are the only services available. Some libraries have been offering children's programming via YouTube.

### **Paycheck Protection Program**

An application for \$108,700 has been submitted and approved.

**Action:** Mr. Begley made a motion to accept funds in the amount of \$108,700 from the Paycheck Protection Program. Ms. Whipple seconded and the motion carried.

### **State Budget**

The state budget was passed on April 3rd. Aid to libraries was reduced by roughly 4% from last year's funding levels. The state construction program was reduced to \$14 million. The budget package also includes a caveat that will allow the Governor to review the budget for additional cuts every two months. This means state funding for libraries could be reduced another four times and Nioga may need to make major budget cuts halfway through the calendar year.

### **Nioga Budget**

Nioga receives 99% of its funding from the state. Any reduction in state funding affects Nioga's operations budget. A list of possible budget cuts have been identified. Any additional budget cuts will result in a reduction in staffing.

**Reopening of Member Libraries**

Most member libraries will be offering curbside service by the first week in June. Future services will be staged as state government regulations will allow.

**Reopening Nioga Headquarters**

According to Nioga's attorney, the office is eligible to re-open in the next two weeks as long as certain conditions are met. A re-opening policy and a safety policy will be in place. Mr. Bindeman recommended to the Board a re-opening starting the week of June 1<sup>st</sup>.

**Action:** Mr. Begley made a motion to re-open Nioga Headquarters starting the week of June 1<sup>st</sup>. Ms. Riley seconded and the motion carried.

**Extension Services**

Youth Services and Extension Services Reports were included in the Board Packet.

**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 7:05 pm.

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Secretary