

Draft - Regular Meeting
Nioga Board of Trustees
October 27, 2020
Nioga Headquarters

The regular meeting of the Nioga Library System Board of Trustees was held on Tuesday, October 27th at 5:30 pm.

In-person: Craig Bacon, Charles Begley, Mary Anne Braunbach, Dan Haight, Kristie Miller, Marcia Riley, Brenda Whipple, and Marilyn Zaciewski.

Via Zoom: Jonathan Incho

Absent: Christine Forster

Catherine Huber

Staff members present: Tom Bindeman and Lisa Erickson

OPEN HEARING

There was no business brought forth in the Open Hearing.

CALL TO ORDER

Mr. Begley called the meeting to order at 5:41 pm.

PLEDGE OF ALLEGIANCE

Mr. Haight led the Board in the Pledge of Allegiance.

APPROVAL OF MINUTES

Action: It was moved by Ms. Whipple to accept the minutes from the September 22nd Meeting as presented. Ms. Miller seconded and the motion carried.

COMMITTEE REPORTS

Finance and Audit Committee

The Monthly Budget Reports for September 2020 were included in the Board Packet. Also included was the Monthly Payroll Report.

Schedule of Payments

Sept 2020	
General Fund 2020-09 PR & GF & SRF	\$158,891.70
LAA Account 2020-09 LAA	\$ 45,427.98

Action: Mr. Haight made a motion to accept the **revised** 2020 and 2021 Budgets. Ms. Braunbach seconded and the motion carried.

Nominating Committee

Action: Mr. Bacon made a motion to accept the nomination of Jeffrey Laub to fill the City of Batavia Seat, vacated by Samantha Schafer. Ms. Riley seconded and the motion carried.

Catherine Huber

**Personnel Committee
EXECUTIVE SESSION**

Action: It was moved by Ms. Whipple to go into Executive Session to discuss the evaluation of the Executive Director. Ms. Riley seconded and the motion carried. The Board went into Executive Session at 5:46 pm.

END OF EXECUTIVE SESSION

Action: It was moved by Ms. Whipple to end the Executive Session. Mr. Haight seconded and the Board moved back into regular session at 5:53 pm.

PRESIDENT'S REPORT

Employee Incentive Program

Mr. Begley discussed the Employee Incentive Program. Information on this program was included in the Board Packet.

Proposed 2021 Trustee Meeting Dates

Action: Ms. Riley made a motion to approve the proposed meetings for 2021. Mr. Bacon seconded and the motion carried.

Proposed Holidays for 2021

Action: Ms. Miller made a motion to approve the proposed Holiday Schedule. Ms. Riley seconded and the motion carried.

Committee Assignments

Mr. Begley reviewed current Committee Assignments.

Action: Ms. Riley made a motion to appoint Brenda Whipple as Secretary. Ms. Braunbach seconded and the motion carried.

Action: Ms. Riley made a motion to approve Marilyn Zaciewski's appointment as Chair of the Program Committee. Mr. Haight seconded and the motion carried.

Action: Ms. Zaciewski made a motion to appoint Charles Begley as the Central Library Liaison. Ms. Riley seconded and the motion carried.

Employee Relations Statement

Mr. reviewed the Employee Relations Policy that will be presented to Nioga Staff at the next Staff Meeting.

Action: Mr. Haight made a motion to approve the Nioga Employee Relations Policy as presented. Ms. Riley seconded and the motion carried.

City of Niagara Falls Seat

Several attempts have been made to contact Nioga Trustee, Christine Forster.

Action: Mr. Haight made a motion to send a registered letter to Ms. Forster declaring her removal from the Board. Mr. Incho seconded and the motion carried.

Charge to Committees

Mr. Begley made the following charge to the Nominating Committee:

- Review upcoming board vacancies
 - Genesee County Seat
 - Trustee-at-Large

EXECUTIVE DIRECTOR'S REPORT

Update on State Budget

The State Budget was passed on April 3rd with a 4% cut. The state construction program was reduced from \$34 million to \$14 million.

As a result of the pandemic, the caveat in the budget package is that the Governor is allowed to review and modify the budget every two months. The first cutback is 20%

State aid revenues expected to be released in 2020 have also been cut.

Tom Bindeman presented a revised budget for 2020 and 2021.

Minimum Standards

Mr. Bindeman presented information on minimum standards for libraries in NYS. This information was previously sent to Directors/Managers and Board Presidents. New standards will take effect January 1st.

Member Library Services Update

A status report was included in the Board Packet. All 21 Member Libraries are open for some type of service.

Communication, Advocacy and Outreach Report

Census Grant

The activities for this grant have ended. Staff are in the process of preparing the closeout report.

Youth Services Update

A monthly report from Laura Herold was included in the Board Packet.

Extension Services Update (BTOP)

A monthly report from Sara Taylor was included in the Board Packet

MEMBER LIBRARY DIRECTORS' AND TRUSTEES' COMMENTS, ISSUES AND CONCERNS

Ms. Braunbach discussed fundraising efforts at the Hoag Library.

OLD BUSINESS

There was no Old Business to discuss.

NEW BUSINESS

None presented.

OTHER

None presented.

NEXT SCHEDULED BOARD MEETING
Next Nioga Board Meeting: January 26th

ADJOURNMENT
The Meeting was adjourned at 6:40

Secretary