

**Regular Meeting
Board of Trustees
Nioga Library System**

March 16, 2021

The regular meeting of the Board of Trustees of the Nioga Library System was held on Tuesday, March 16, 2021

The meeting was held via *Zoom*.

Trustees Present: Charles Begley, Mary Anne Braunbach, Dan Haight, Craig Bacon, Jonathan Incho, Jeffrey Laub, Kristie Miller, Marcia Riley, Brenda Whipple and Marilyn Zaciewski.

Staff Present: Thomas Bindeman and Lisa Erickson

Pledge of Allegiance was led by Mr. Haight

OPEN HEARING

There was no business brought forth in the Open Hearing.

CALL TO ORDER

Mr. Begley called the meeting to order at 5:50 pm.

APPROVAL OF MINUTES

Action: It was moved by Ms. Whipple to accept the minutes from the January 26, 2021 meeting as presented. Ms. Riley seconded and the motion carried.

COMMITTEE REPORTS

Finance and Audit Committee

The Monthly Budget Reports for January and February 2021 were included in the Board Packet. Also included were the Monthly Payroll reports for January and February 2021.

Schedule of Payments:

January 2021	
General Fund 2021-01	\$99,954.78
LAA Account 2021-01	\$ 15,543.94
February 2021	
General Fund 2021-02	\$91,622.14
LAA Account 2021-02	\$20,629.39

Audit for FY2019

Mr. Haight reviewed the Audit for FY2019 as prepared by Brown & Company, LLP. A copy of the Audit was included in the board packet.

Action: It was moved by Mr. Incho to accept the Audit for 2019 as presented. Ms. Braunbach seconded and the motion carried.

Nominating Committee

Mr. Incho gave an update on board vacancies. There are two board seats up for re-election this year:

- Trustee at Large
- Genesee County

A letter was sent to the Board of Trustees of the Niagara Falls Public Library indicating that Ms. Christine Forster has been removed from the Nioga Board due to excessive absences. The Library Board is asked to nominate a replacement for Ms. Forster.

Program Committee

Ms. Zaciewski announced that the 2021 Annual meeting will be held on Thursday, September 2nd at Krull Park in Olcott (Niagara County Park). Additional details to follow.

PRESIDENT'S REPORT

Oath of Office:

Lisa Erickson administered the oath of office to Mr. Jeffrey Laub on March 1st. Mr. Laub represents the City of Batavia.

Grigg-Lewis Foundation Grant for the Supervision of the Summer Interns for the 2021

Summer Program:

Mr. Begely reported that this grant has been approved by the Grigg-Lewis Foundation. Funds will be used to support supervision of the summer interns during the 2021 Summer Reading Program. The grant is in the amount of \$1,500.

Action: It was moved by Mr. Bacon to accept the grant from the Grigg-Lewis Foundation in the amount of \$1,500. Mr. Incho seconded and the motion carried.

Grigg-Lewis Foundation Grant for the Library Automation Association (LAA) Project:

Mr. Begley reported that this grant has been approved by the Grigg Lewis Foundation. Funds will be used to support the Library Automation Association (LAA) Project. The grant is in the amount of \$12,000.

Action: It was moved by Ms. Braunbach to accept the \$12,000 grant to support the Library Automation Association Project from Grigg-Lewis Foundation. Ms. Riley seconded and the motion carried.

Niagara County Grant:

An annual grant has been received from Niagara County in the amount of \$269,391 that will be distributed to the eleven-member libraries located in Niagara County.

Action: It was moved by Ms. Whipple to accept the Niagara County Annual Grant in the amount of \$269,391. Ms. Riley seconded and the motion carried.

Upgrade of Youth Services Librarian

Mr. Bindeman is recommending to the Board of Trustees a step increase for Laura Herold, Youth Services Consultant, from Librarian II Step 1 to Librarian II Step 5.

Action: It was moved by Ms. Zaciewski to approve the step increase for Laura Herold from Librarian II Step 1 to Librarian II Step 5. Ms. Braunbach seconded and the motion carried.

Grant Funds for Libraries in Genesee and Orleans Counties:

Mr. Begley reported that grant funds will be available to libraries in Orleans and Genesee Counties on an ongoing basis.

Proposed Four Year Collective Bargaining Agreement with CSEA Local 717

Mr. Begley reported that a tentative four-year collective bargaining agreement has been reached with CSEA Local 717. A memo from Ms. Stephanie Adams, Nioga's attorney, was included in the board packet. The memo was reviewed by the Board. The proposed contract was unanimously approved by members of the Union.

Action: Mr. Haight made the following motion:

"Whereas the proposed changes in the four-year contract with CSEA Local 17 presented to the board are consistent with the board's objectives, fiscal responsibilities and compliance obligations:

Be it resolved that the Board of Trustees of the Nioga Library System hereby ratifies the proposed contract and directs the Executive Director and the attorney for the system to take all steps required to finalize the contract and secure adequate copies of the final document."

Ms. Whipple seconded and the motion carried.

EXECUTIVE DIRECTOR'S REPORT:

State Funding

Mr. Bindeman reported that the Governor has proposed a 7% cut in library funding for FY2021/2022. If approved by the Legislature, library aid would be reduced to 2008 levels. Both

the Assembly and Senate's proposed budgets includes increases in library aid. All three budgets have to be reconciled before a final budget is approved by April 1st.

State Construction funding has been stagnant at \$14 Million for nearly a decade until reinstatement by the Legislature in 2018 where funding was increased to \$34 Million. In January 2020, the Governor reduced funding by \$20 Million to \$14 Million. In the Governor's 2021 budget his recommendation is again at \$14 million.

State Construction Grant Issue

Action: It was moved by Ms. Braunbach that if a member library rescinds a state building grant application within a current fiscal year that library will be ineligible to submit a state construction grant application the following year. Mr. Incho seconded and the motion carried.

Pandemic Update

Nioga continues to follow New York State protocols in terms of the pandemic.

Eligibility for Vaccines

Beginning March 7th, nonprofit workers who are "public facing employees" are considered essential workers. Based on the New York Library's Association understanding of this guidance all library workers will be eligible to apply for vaccination.

Communication, Advocacy and Outreach Report

Advocacy

In the last five weeks, Nioga staff (T. Bindeman and L. Erickson) held seven individual *Zoom* calls with members of the local state delegation. On the designated state-wide lobby day, staff participated in six group regional *Zoom* calls with members of the state delegations. In the last year the Executive Director has made direct contributions to members of the local delegation.

Update on Census Grant

Nioga has received final payment of the 2020 Census Grant.

Statement for Sending in Nioga's 2020 Annual Report

The Library System operated under its approved Plan of Service in accordance with its provision of Education Law and the Regulations of the Commissioner, assures that the annual report was reviewed and accepted by the Board/Council.

Action: It was moved by Ms. Braunbach to accept the statement as presented for the 2020 Annual Report. Ms. Riley seconded and the motion carried.

Plan of Service

The system Plan of Service (POS) is a planning document which identifies, organizes, and provides an overview of the library system's service program including intended changes in

services or priorities. The Plan emphasizes what the library system proposes to accomplish and whom the library system serves. The Plan demonstrates how the library system anticipates it will fulfill the major roles expected of library systems. The major recommended roles for library systems are:

- Support and strengthen member libraries
- Facilitate equitable access to library services and resources directly to patrons/customers
- Facilitate resource sharing among libraries
- Provide leadership for improving library services for all

The Plan of Service covers the time frame from January 1, 2022 to December 31, 2026. Due date at the New York State Library is October 1, 2021.

Ms. Pat Fagan of M.P. Fagan, LTD will be coordinating the planning process of the POS.

Update on the Creation of a Library District for the Pavilion Public Library

The Pavilion Public Library is in the process of asking the residents of their chartered service to vote on the library becoming a school library district. This would allow the library to go directly to their voters for approval of their annual budget. The vote is set for late spring. Ms. Fagan is coordinating their efforts.

Nioga Library System's State Construction Grant Application

Nioga is applying for a State Construction grant to replace our telephone system. The system was installed in 2003 and has reached its "end of life" in 2011. The proposed new system is a upgrade from the old system in terms of utilizing the latest technologies.

Action: It was moved by Mr. Haight to approve and submit Nioga's grant application as presented to the State Library. Ms. Whipple seconded and the motion carried.

Youth Services Update

A monthly report from Laura Herold, Youth Services Librarian, was included in the Board Packet.

Extension Services Update

A monthly report from Sara Taylor, Extension Services Librarian, was included in the Board Packet.

Member Library Directors' and Trustees Comments, Issues and Concerns

None reported.

Old Business

There was no old business to discuss.

New Business

None presented.

Other

None presented.

Next Scheduled Board Meeting

The next scheduled Board Meeting is April 20th at Nioga Headquarters,

Adjournment

The meeting was adjourned at 7:17pm

Secretary

