

**Regular Meeting
Nioga Board of Trustees
November 16, 2021
Nioga Headquarters**

The regular meeting of the Nioga Library System Board of Trustees was held on Tuesday, November 16, 2021 at Nioga Headquarters, Lockport, New York.

Present: Mr. Charles Begley, Ms. Mary Anne Braunbach, Mr. Dan Haight, Mr. Jonathan Incho, Patricia Nagel, Ms. Andrea Fetterly, and Ms. Marilyn Zaciewski Jeffrey Laub

Absent: Mr. Craig Bacon, Ms. Kristie Miller, Lisa Erickson

Staff members present: Tom Bindeman and Laura Jeffery

Guests present: None

OPEN HEARING

There was no business brought forth in the Open Hearing.

CALL TO ORDER

Mr. Begley called the meeting to order at 6:24 pm.

APPROVAL OF MINUTES

Action: It was moved by Mr. Dan Haight to accept the minutes from the September 28, 2021 meeting as presented. Ms. Braunbach seconded and the motion carried.

COMMITTEE REPORTS

Finance and Audit Committee:

The Monthly Budget Reports for September and October were included in the Board Packet. Also included were the Monthly Payroll reports for September and October.

Schedule of Payments

September and October 2021	
General Fund 2021-09	\$ 173,629.39
LAA Account 2021-09	\$ 489.95
General Fund 2021-10	\$ 69,597.56
LAA Account 2021-10	\$ 969.93

Mr. Dan Haight reviewed the financial reports with the Board of Trustees.

Review proposed FY2022 Operations Budget for Nioga

Tom Bindeman reviewed the proposed FY2022 Operations Budget for Nioga. No increase in aid is expected for the coming year. A copy of the Operations Budget was included in the Board Packet.

Action: It was moved by Mr. Haight to accept the proposed FY2022 Operations Budget for Nioga as presented. Ms. Fetterly seconded and the motion carried.

Personnel Committee

Action: It was moved by Ms. Braunbach to accept the appointment of Betty Dodge as Senior Library Clerk, Step 5 to return one day a week. Mr. Laub seconded and the motion was carried.

Nominating Committee

Mr. Incho stated that Ms. Zaciewski has agreed to a second term. Mr. Incho also stated that his second term is ending soon, At Large Orleans County. Mr. Incho spoke to the Board of Trustees regarding the procedure of a possible candidate to take his seat.

PRESIDENT'S REPORT

Nioga Staff Holiday Luncheon

Nioga will hold a Staff Holiday Party on Tuesday, December 21st from 11:00 AM to 1:00 PM. There will be a chili cook-off and a best cookie contest. Lunch will be provided and there's a \$5.00 gift exchange. Invitations will be mailed out this week. All trustees are invited to attend.

Trustee Roster

Mr. Begley reviewed the updated Trustee Roster.

Proposed Board Meeting Dates for 2022

A list of the proposed 2022 Nioga Board Meeting dates was included in the Board packet. Snow days were included, if needed. The alternate snow days would be on Tuesday of the following week.

Action: It was moved by Ms. Braunbach to accept the meeting dates as presented including snow day alternate dates, if needed. Ms. Zaciewski seconded and the motion carried.

Holiday Schedule for 2022

A list of the 2022 Nioga holidays was included in the Board Packet.

Action: It was moved by Ms. Fetterly to accept the holiday Schedule as presented and Mr. Laub seconded and the motion carried.

Committee Assignments

Mr. Begley reviewed Committee Assignments.

Charge to Committees

Mr. Begley gave the following charge to the Nominating committee to review board opening for 2022.

Trustee training

Mr. Begley stated that as of January 1, 2023 all Trustees are required to have Trustee Training. As more information is available we will be updated.

EXECUTIVE DIRECTOR'S REPORT

Update on State Funding for 2022

Tom Bindeman gave an update on funding from New York State for 2022. No increase is expected, but He is hoping to receive the same as last year, with no cuts.

Update on minimum public library standards for hours open

Tom Bindeman gave an update that all libraries are open to the public. Libraries are still offering curbside. He stated however as of 2022 libraries won't be offering curbside.

Review FY2021 Grants to Libraries

Tom Bindeman included in the Board Packet a chart of all libraries who received grant money for FY2021. Our office handled most of the paperwork for the grants.

Update on Bryon-Bergen and Oakfield creating a library district

One more meeting is scheduled.

Update on holding member library training sessions in 2022

Member library training sessions will be held via zoom for the first 3 months of 2022

Update on requiring staffs of member library attending annual "Sexual Harassment" training workshops.

Tom Bindeman stated this is a state requirement, the state will notify when this is set up.

Patron Counts/Items owned

These documents were included in the Board Packet

COMMUNICATIONS, ADVOCACY AND OUTREACH

Extension Services Update

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

Youth Services

None

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

Tom Bindeman gave a brief update on Barker Library. The first grant needs to be spent by June 30, 2022, and unfortunately cost have increased 40% so things are on hold.

Old Business

None presented

New Business

None presented.

UPCOMING EVENTS

Nioga Staff Christmas Party

Nioga will hold a staff Christmas party on Tuesday, December 21st lunch will be at noon. All trustees are invited to attend. Staff and Trustees are invited to participate in a chili cook-off and a best cookie contest starting at 11:00 AM.

Next Scheduled Board Meeting

The next Nioga Board Meeting is: January 25, 2022 (or February 1st if rescheduled due to inclement weather).

ADJOURNMENT

The Meeting was adjourned at 7:00 pm.

Secretary