

**Regular Meeting
Nioga Board of Trustees
January 25, 2022
Nioga Headquarters**

The regular meeting of the Nioga Library System Board of Trustees was held on Tuesday, January 25, 2022 at Nioga Headquarters, Lockport, New York.

Present Via Zoom: Charles Begley, Craig Bacon, Andrea Fetterly, Dan Haight, Jonathan Incho, Jeffrey Laub, Kristie Miller, Patricia Nagel, and Marilyn Zaciewski

Absent: Mary Anne Braunbach

Staff members present Via Zoom: Tom Bindeman, Lisa Erickson, and Laura Jeffery

OPEN HEARING

There was no business brought forth in the Open Hearing.

CALL TO ORDER

Mr. Begley called the meeting to order at 6:30 pm.

Pledge of Allegiance was led by Mr. Bacon

APPROVAL OF MINUTES

Action: It was moved by Ms. Marilyn Zaciewski to accept the minutes from the November 16, 2021 meeting as presented. Ms. Andrea Fetterly seconded and the motion carried.

COMMITTEE REPORTS

Finance and Audit Committee

The Monthly Budget Reports for December were included in the Board Packet.

Schedule of Payments - December

General Fund 2021-12 PR, GF &SRF	\$209,406.48
LAA Account 2021-12-LAA	\$19,176.41

Audit for 2020 by Brown and Company

Mr. Haight read excerpts from the cover letter and several excerpts from the Audit 2020 concluding that the Audit for 2020 was finalized. Mr. Haight also stated Brown & Company is retiring and that Tom Bindeman will be looking for a new Governmental Certified Public Accountant to present to the Board. As Board members you can contact the auditor directly if you have any questions regarding the audit.

Action: Mr. Haight made a motion to accept the Audit 2020, Mr. Incho seconded and the motion was carried.

Reoccurring Bills

A list of vendors was included in your packet of reoccurring bills to be paid monthly.

Action: It was moved by Mr. Haight that Nioga be allowed to pay reoccurring bills on a monthly basis without prior approval from the Nioga Board, Mr. Laub seconded and the motion carried.

Grigg Lewis Foundation - Summer Reading Program 2022

The summer intern program has been funded for the last several years by Grigg Lewis Foundation however this year Nioga was informed they would no longer fund our summer interns. Nioga's staff feels there is a need to continue with the intern program therefore we are requesting the Board of Trustees approve the expenditure of \$9,000.00 to continue the summer intern program.

Action: Mr. Haight made a motion to authorize spending \$9,000.00 for summer 2022 interns (support summer reading program) and Mr. Bacon seconded and the motion carried.

Community Reports

Nominating Committee

Update on openings

Mr. Jonathan Incho, chair of the committee, noted that there will be two upcoming vacancies on the Nioga Board of Trustees. Mr. Incho, the representative for Orleans County, is nearing the end of his second term and is ineligible to run again. Lee-Whedon Memorial Library has a resolution to nominate Ms. Jeanne Tuohey for Orleans County. Royalton Hartland Community Library and Barker Public Library have passed resolutions to nominate Ms. Marilyn Zaciewski to serve a second term, representing Niagara County, Ms. Zaciewski has indicated she is willing to run for second term.

Program Committees

Nioga Annual Dinner

Ms. Zaciewski will update the Board of Trustees at the March 15, 2022 meeting. Mr. Begley commented he is hoping to see a basket raffle again.

PRESIDENT'S REPORT

Mr. Begley stated for clarification that it is still allowed to hold this meeting via through Zoom. Open meeting law information was included in your packet.

New York Library Association (NYLA) Advocacy Day

New York Library Association Virtual Advocacy Day will be on Tuesday, March 2, 2022. All trustees are encouraged to attend this virtual event.

Ethics Statement

The Nioga Trustee Ethics statement was included in your packet. Mr. Begley stated please be sure to read it over.

Conflict of Interest Declaration

The Nioga Trustee Conflict of Interest declaration was included in your packet with a self-addressed stamped envelope. This form must be filled out every year in the month of January. Please mail it back in the attached envelope to Nioga Library System as soon as possible.

2022 Nioga Library Programs Calendar

A 2022 Nioga Library Programs calendar was included in the Board packet.

Sexual Harassment Workshop

An annual Virtual Sexual harassment Workshop will be held April 6th at 10:00 AM to 11:00 AM for Library staff and April 13th at 5:30 PM to 6:30 PM for Trustees; 6:30 PM to 8:30 PM essential documents for public libraries

Director's Report

Update on State budget for FY2022

Tom Bindeman gave an update on the Governor's State budget. Mr. Bindeman stated for the first time in ten years the Governor has proposed an increase in general purpose aid to libraries, this translates to a 1% increase in state funding for libraries. The bad news is Public Library Construction Grant Program went from \$34 million down to \$14 million.

Update on Minimum Public Library Standards

If the Library is not open to the public but is open only for curbside delivery, the library cannot count these hours towards meeting the minimum standard off hours of operation.

Update on Nioga's Covid safety plan

Tom Bindeman stated that Nioga provides masks, gloves and hand sanitizers for all the employee in the building. He also stated the office building is cleaned and sanitized weekly. Amendments to Nioga's Covid-19 Safety plan was included your Board packet. The purpose of the plan is to protect employees against the exposure and disease during the airborne infectious disease outbreak.

Action: Mr. Haight made a motion to approve Nioga's updated Covid Safety plan, Ms. Miller seconded and the motion carried.

Nioga Library System Directory

Tom Bindeman included in the mail with the Board packet the Nioga Library System Directory binder.

Member Library Circulation Statistics for the year 2021

A report for the year 2021 detailing Member Library Circulation Statistics was passed out at the Board meeting.

COMMUNICATION, ADVOCACY AND OUTREACH UPDATE

Grigg Lewis Foundation

Lisa Erickson stated she will continue to work on Grigg Lewis Foundation to help Nioga reach its goals and objectives.

Annual reports

Lisa Erickson stated that all 2020 Annual Reports for the member libraries were approved by the state.

State Construction Grant program

Lisa Erickson watches the grants by all our member libraries.

Byron-Bergen Public Library and Haxton Memorial Library

Lisa Erickson is going to continue to work with Byron-Bergen Public Library and Monroe County. Haxton is moving ahead to go to a vote.

Sustainability

Lisa Erickson stated the new 2020 census has created new chartered areas and potentially a loss of one thousand eight hundred chartered population.

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

Ms. Miller had asked if anything was happening the Newfane Public Library Charter. Lisa Erickson reported that Newfane public Library has a provisional charter per the state.

Old Business

None presented.

New Business

None presented.

Next Scheduled Board Meeting

The next Nioga Board Meeting is: March 15, 2022

ADJOURNMENT

The meeting was adjourned at 7:26 pm.

Action: Mr. Haight made a motion to adjourn the meeting. Mr. Bacon seconded and the motion carried

Secretary, Ms. Kristie Miller