

**Draft - Regular Meeting
Nioga Board of Trustees
January 26, 2021
Nioga Headquarters**

The regular meeting of the Nioga Library System Board of Trustees was held on Tuesday, January 26th at 5:30 pm.

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

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 5:53 pm.

APPROVAL OF MINUTES

Action: It was moved by Mr. Bacon to accept the minutes from the October 27, 2020 Meeting as presented. Ms. Riley seconded and the motion carried.

COMMITTEE REPORTS

Finance and Audit Committee

The Monthly Budget Reports for July and August were included in the Board Packet. Also included was the Monthly Payroll Report.

Schedule of Payments

November 2020	
General Fund 2020-11 PR & GF & SRF	\$200,543.62
LAA Account 2020-11 LAA	\$ 21,330.18
December 2020	
General Fund 2020-12 PR & GF & SRF	\$170,913.90
LAA Account 2020-12	\$ 20,629.39

Action: Mr. Haight made a motion to authorize payment for re-occurring bills. Mr. Incho seconded and the motion carried.

Action: Mr. Haight made a motion to accept the revised 2021 Budget as presented. Ms. Whipple 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

PROGRAM COMMITTEE

Annual Meeting

Ms. Zaciewski updated the Board on the Annual Meeting. According to the Nioga by-laws, the purpose of an Annual Meeting is to elect trustees and provide a financial report to members. The date of the meeting can be determined by the Board. Options for the 2021 Annual Meeting will be reported at a future meeting.

PRESIDENT'S REPORT

Advocacy Day

The New York Library Association's annual Advocacy Day will be held on February 26th via *Zoom*.

Ethics and Conflict of Interest Statements

The Board needs to review and sign these statements annually.

Niagara Falls Vacancy

Christine Forster has been removed from the Board due to excessive absences. A letter to the Niagara Falls Board will be sent before the next meeting.

EXECUTIVE DIRECTOR'S REPORT

Update on Governor's Budget

Ninety-eight percent of Nioga's funding comes from the State of NY. In FY2020 this funding was reduced by 20% (\$224,000). Tom Bindeman assumes funding in FY2021 will be reduced by the same amount. Funding reductions for this two year period will total over \$448,000.

Nioga Budget

A revised budget with proposed budget cuts was included in the Board Packet.

Pandemic Update

Safety Protocols

Nioga continues to follow the Covid precautions laid out in both Nioga's Safety and Re-opening Plans. On November 22st a staff member tested positive for the Corona Virus. Following recommendations from the Niagara County Health Department, Nioga closed on November 23rd and re-opened on December 4th. A list of safety protocols were included in the Board Packet.

Revised Communications Due to Covid

Nioga follows State health guidelines in regards to meetings. Outside of staff meetings, all meetings are conducted via *Zoom*.

Union Negotiations

Negotiations are at a standstill. A detailed report is included in the Board Packet.

Advocacy

Mr. Bindeman continues to personally contribute to all legislative campaigns within Nioga's three county service area. Tom Bindeman and/or Lisa Erickson have participated in all scheduled *Zoom* calls with Nioga's local delegation. Tom Bindeman urged all Trustees, Friends and Staff to contact their local legislators and ask them to support state funding for libraries.

2020 Member Library Statistics

This report was included in the Board Packet.

Re-Opening Survey

A snapshot of services currently offered at Nioga Libraries was included in the Board Packet. This is a copy of an online survey conducted by the State and will need to be updated each month. Eventually this report will be available state-wide. It is important that each member library comply. The Hollwedel Library has not responded to several reminders.

Communications, Advocacy and Outreach

CARES Grant

Lisa Erickson and Youth Services Librarian, Laura Herold, applied for this grant last year.

Action: Mr. Haight made a motion to approve the submission of the CARES Act Grant in the amount of \$38,499. Kristie Miller seconded and the motion carried.

Direct Access Plan

Direct Access Plans (DAP) are an extension of a System's Plan of Service (POS). Nioga's recent DAP was approved by both the Nioga Board and the State. DLD requests an additional motion where the Board agrees with the current POS and revised DAP as a total document. Both these reports were included in the Board Packet.

Action: Mr. Incho made a motion to approve Nioga's Plan of Service together with the revised Direct Access Plan. Ms. Whipple seconded and the motion carried.

Youth Service Report

This report was included in the Board Packet. Mr. Bindeman noted that Laura Herold's contributions to the organization during the pandemic and later after staff reductions, has been commendable.

Extension Services

This report was included in the Board Packet. Lisa Erickson reports that this department is evolving and adapting to new conditions.

Census Grant Closeout

Nearly all Nioga staff participated in this Grant. Sara Taylor and Harley Lawrence were instrumental in grant activities. Laura Herold and Lisa Erickson managed and eventually closed out the grant.

Barker Library

Ms. Zaciewski reported to the Board about the progress with the building of the new Barker Library.

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

There was no business reported.

OLD BUSINESS

There was no business reported.

NEW BUSINESS

Mr. Bacon was recently appointed Historian for the City of Lockport.

OTHER

None presented.

NEXT SCHEDULED BOARD MEETING

The next Nioga Board Meeting is: March 16th.

ADJOURNMENT

The Meeting was adjourned at 7:06 pm.

Kristen Munn

Secretary