

**Regular Meeting  
Board of Trustees  
Nioga Library System  
Draft  
March 15, 2022**

The regular meeting of the Board of Trustees of the Nioga Library System was held on Tuesday, March 15, 2022.

**Trustees Present:** Charles Begley, , Dan Haight, Craig Bacon, Jonathan Incho, Jeffrey Laub, Marcia Riley, Brenda Whipple and Marilyn Zaciewski.

**Excused:** Mary Anne Braunbach, Kristie Miller, Lisa Erickson

**Staff Present:** Thomas Bindeman and Laura Jeffery

**Guest:** Cindy Ames, Newfane Public Library

Pledge of Allegiance was led by Mr. Begley

**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.

Mr. Begley and Tom Bindeman showed short a video, The Power of Libraries, The Library is an Anchor. Mr. Bindeman stated that this video will be released soon to the public.

**APPROVAL OF MINUTES**

**Action:** It was moved by Ms. Fetterly to accept the minutes from the January 25, 2022 meeting as presented. Mr. Laub seconded and the motion carried.

**COMMITTEE REPORTS**

**Finance and Audit Committee**

The Monthly Budget Reports for January and February 2022 were included in the Board Packet. Also included were the Monthly Payroll reports for January and February 2022.

Schedule of Payments:

January 2022

General Fund 2022-01-PR, GF &SRF \$75,833.99

LAA Account 2022-01-LAA \$ 4,764.18

February 2022

General Fund 2022-02-PR, GF &SRF \$114,076.19

LAA Account 2022-02-LAA \$ 7,457.93

Mr. Haight stated that the financial reports were accurate.

### **Nominating Committee**

Mr. Incho gave an update on board nominations. There are two vacancies on the Nioga Board of Trustees.

- Niagara County – Candidate: Ms. Marilyn Zaciewski
- Orleans County - Candidate: Ms. Jeanne D. Tuohey

Mr. Incho stated the Candidates are all set.

### **Program Committee, Annual Dinner**

Ms. Zaciewski announced that the 2022 Annual Dinner will be held on Wednesday, May 18, 2022 in Orleans County at White Birch Golf Course, 1515 N Lyndonville Rd, Lyndonville, NY. There will be a basket raffle. Ms. Zaciewski said the committee will send out a “Save the date” notice to all the member libraries. Additional details to follow.

### **PRESIDENT’S REPORT**

#### **Open Meeting Law**

Virtual Meetings is expiring as of Wednesday March 16 2022. Mr. Begley stated that if any changes are made he will update the Board of Trustees.

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

Mr. Begley reported that the Grigg Lewis Foundation approved the grant. 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 Mr. Haight to accept the \$12,000 grant to support the Library Automation Association Project from the Grigg-Lewis Foundation. Mr. Incho seconded and the motion carried.

#### **Niagara County Grant:**

An annual grant has been received from Niagara County in the amount of \$277,472. These funds will be distributed to the eleven member libraries located in Niagara County.

**Action:** It was moved by Mr. Bacon to accept the Niagara County Annual Grant in the amount of \$277,472. Mr. Haight seconded and the motion carried.

#### **Expenditure of Funds:**

The purpose of this expenditure is to assist Haxton Memorial Library/ Oakfield budget vote in 2023. This has been successfully done with four other member libraries.

**Action:** It was moved by Ms. Fetterly to accept the expenditure of \$5,500 to hire a consultant to assist Haxton Memorial Library/Oakfield with their budget vote. Mr. Incho seconded and the motion carried.

A workshop will be conducted for the Byron-Bergen library’s on creating a special library district.

**Action:** It was moved by Mr. Haight to accept the expenditure of \$1,800 fund a workshop for Byron-Bergen on becoming a special district library. Ms. Fetterly seconded and the motion carried.

**Annual Sexual Harassment workshop:**

The Staff Zoom workshop is April 6<sup>th</sup> 10:00 AM to 11:00 AM, staff will need to register online. emails were sent out to all libraries to share with staff. Mr. Begley stated the Sexual Harassment workshop is a yearly requirement.

The Trustee Zoom workshop is April 13<sup>th</sup> 5:30 PM to 8:30 PM. Trustees need to register online. Also included with this workshop is a presentation on *Essential documents for Public Libraries*.

**Update on the search for a Niagara Falls Trustee Candidate:**

Mr. Begley stated it's so very important to find a person. There has been not been a representative since 2020. The representative needs to live in the service area. It is very important that this seat be filled because Niagara Falls is the System's central library.

**EXECUTIVE DIRECTOR'S REPORT:**

**State Funding 2022**

Tom Bindeman reported that the Governor proposed a budget in January increasing library aid by two million dollars (1% increase over last year). They reduced the amount of money for state construction from 34 million to 14 million. The Assembly and the Senate released their budgets. They also increased library aid and they increased state construction to 45 million. Now both houses will meet to negotiate through the month of March to April 1<sup>st</sup>.

**Advocacy Efforts on State Funding for Libraries:**

Tom Bindeman asked the Trustees to contact our Assemblymen and Senator's with an email or phone call to please support your chambers budget regarding libraries. Included in the Board packet is information sheets on contacting Assemblymen and Senators.

**Update on lending of "Hotspots" device**

Tom Bindeman stated we received a small grant from our local library agency in Buffalo to buy Hotspots. This allows patrons to borrow the device for up to two weeks and be able to connect there devices, IPad or computers to the Internet. The grant only runs from April 1<sup>st</sup> to July 30<sup>th</sup> and its one per library. Each library in our system will be receiving one.

**Minimum Standards for Public Libraries in New York State:**

A report was included in the Board Packet.

**Emergency Call List:**

An Emergency call List printout was included in the Board packet.

**Proposed Policy title “First Amendment Audit” Public Library Response:**

Tom Bindeman included a report and Policy in the Board packet explaining First Amendment Audits. He stated that Citizens armed with cameras or video equipment entering public buildings/places filming the inside, trying to find alleged violations of the First Amendment. They are also trying to capture a negative response from individuals to put the internet.

**Action:** It was moved by Mr. Bacon to accept The Policy and Protocol “First Amendment Audits,” Mr. Haight seconded and the motion carried.

**COMMUNICATION, ADVOCACY AND OUTREACH REPORT:**

**Annual Report:**

Several member libraries are asking to change their Beginning balance from this year’s report (which the ending balance in last year’s report becomes the beginning balance for this years report), stating there was an error last year for whatever the reason. We would have to call the state to have the numbers changed, and be able to justify the change. We are trying to work it out with the libraries.

**State Construction Grant Program:**

State construction grants that went in last year are still at Library Development, three to four months behind in processing. Employees at Library Development are still working from home four days a week going into the office only one day.

**Byron-Bergen Public Library and Haxton Memorial Library:**

As stated from above in **Expenditure of Funds** a workshop will be conducted for \$1,800 for Byron-Bergen Public Library on creating a special library district. And to hire a consultant for \$5,500 to assist Haxton Memorial Library/ Oakfield going to a budget vote in the spring of 2023

**NFL – MOE:**

Tom Bindeman stated that Niagara Falls Library (NFL) is Nioga Library System’s Central Library. They receive grants from Central Library Development approximately \$97,000 and Central Library Book Aid approximately \$67,000. In order for NFL to continue to receive these grants they must comply with Maintenance of Effort (MOE). This is where the State examines their local funds for stability.

Lisa Erickson has been working with NFL’s accountant, Pat Brown and Director, Sara Potwin. If the Library’s fails MOE their both their funding and Nioga’s funding will be reduced by 25%.

**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:**

Ms. Fetterly asked "How did NFL become the Central Library for Nioga?"

Tom Bindeman explained, that around 1960 New York State passed a law that every public library in the state should belong to a public library system. The goal of creation of systems was to reduce duplicate work that public libraries were conducting and promote cooperation between libraries. Boundaries were based on county lines. In order to attract the largest library in each system the State came up with the Central Library concept. The idea was that the other member libraries in the library system could utilize the services (staffing collections) of the Central Library. In order to attract the largest library to be the Central Library grants (Central Library Development and Central Book Aide) were made available to attract libraries to become Central Libraries.

**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 20<sup>th</sup> at Nioga Headquarters,

**Adjournment**

The meeting was adjourned at 7:17pm

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Secretary

