

**Regular Meeting
Nioga Board of Trustees
November 15, 2022
Nioga Headquarters**

The regular meeting of the Nioga Library System Board of Trustees was held on Tuesday, November 15, 2022 at Nioga Headquarters, Lockport, New York.

Present: Mr. Charles Begley, Ms. Mary Anne Braunbach, Ms. Kristie Miller, Mr. Dan Haight, Ms. Patricia Nagel, Ms. Jeanne Tuohey, Mr. Craig Bacon and Ms. Marilyn Zaciewski

Excused: Mr. Jeffrey Laub and Mr. Ken Hamilton and Andrea Fetterly

Staff members present: Thomas 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 6:30 pm.

PLEDGE OF ALLEGIANCE

Mr. Dan Haight led the Board of Trustees in the Pledge of Allegiance.

APPROVAL OF MINUTES

Action: It was moved by Ms. Braunbach to accept the minutes from the September 20, 2022 meeting as presented. Mr. Bacon 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 2022

General Fund 2022-09	\$ 291,502.74
LAA Account 2022-09	\$ 249.95
General Fund 2022-10	\$ 160,650.58
LAA Account 2022-10	\$ 4,617.82

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

Review proposed FY2023 Operations Budget for Nioga

Mr. Haight reviewed the proposed FY2023 Operations Budget for Nioga. A copy of the Operations Budget was included in the Board Packet. A correction to line item #15 Erate (Federal reimbursement) was noted. The Erate amount was changed to \$2,600.00 (not \$3,850.00).

Action: It was moved by Mr. Haight to accept the proposed FY2023 Operations Budget and correction as presented. Ms. Miller seconded and the motion carried.

Personnel Committee

The Board of Trustees will be going into the Executive Session at the end of the Business meeting to discuss the Executive Director's Evaluation.

Nominating Committee

There will be two upcoming Trustee openings in 2023. The Orleans County Seat will be open; Ms. Braunbach's second term will be ending this year. The City of Niagara Falls Seat will also be open; Mr. Hamilton is finishing an appointed term and is eligible to run for a first term.

PRESIDENT'S REPORT

Nioga Staff Holiday Luncheon

Nioga will hold a Staff Holiday Luncheon on Thursday, December 15th at 12:30 PM. All trustees are invited to attend.

Grants to Member Libraries

A report was included in the Board Packet.

Patron Counts/Items owned

A report was included in the Board Packet

Member Library Card registration and renewals

This report was included in the Board Packet

Overdrive statistics

This report was included in the Board Packet

Proposed 2023 Board of Trustees Meeting Dates

A list of the proposed 2023 Nioga Board Meeting dates was included in the Board packet.

Action: It was moved by Ms. Braunbach to accept the meeting dates as presented. Ms. Nagel seconded and the motion carried.

Holiday Schedule for 2023

A report of proposed 2023 Holidays was included in the Board Packet.

Action: It was moved by Ms. Tuohey to accept the Holiday Schedule as presented. Ms. Nagel seconded and the motion carried.

Charge to Committees

Mr. Begley charged the Nominating committee to review board openings for 2023.

EXECUTIVE DIRECTOR'S REPORT

Update on State Funding for 2023/2024

Thomas Bindeman gave an update on funding from the New York State Budget. For 2023/2024 the State budget will roughly remain the same. Federal monies will be reduced to almost zero in the next fiscal year.

Update on 2023 Nioga Budget

A proposed 2023 budget was included in the Board Packet. Thomas Bindeman stated that the Budget is within the target of projection. Thomas Bindeman gave an update on the current audit. The cost of the Auditor is approximately \$15,500.00

LAA Budget

The LAA budget report was included in the Board Packet. Thomas Bindeman explained that the LAA budget is a separate entity with separate accounts from Nioga's budget and accounts. LAA is run by the member libraries and the budget and expenditures are approved by the Alms Group.

Circulation Comparison Report

A monthly report was included in the Board Packet.

COMMUNICATIONS, ADVOCACY AND OUTREACH

UPDATE ON STATE CONSTRUCTION

2022 Construction Applications have been approved. Thomas Bindeman reported that the State allotment for the upcoming cycle is over \$900,000. Nioga asks Directors to start planning now for future projects. Construction funding is uncertain from year to year.

MINIMUM STANDARDS VARIANCES

Mr. Begley stated Lisa Erickson will be addressing minimum standards amongst the member libraries. Reports to the State will need to be filed.

UPDATE ON NEWFANE DIRECTOR

Mr. Begley stated that Newfane Public Library has not had a Director for more than 15 months. The Nioga Library System will be sending a letter to the Newfane Public Library Board of Trustees stating its imperative they hire a Director.

Extension Services Report

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

Youth Services Report

A monthly report from Laura Harold was included in the Board Packet.

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

None presented

OLD BUSINESS

None presented

NEW BUSINESS

None presented.

NEXT SCHEDULED BOARD MEETING

The next Nioga Board Meeting is January 24, 2023 (or January 31st if rescheduled due to inclement weather).

EXECUTIVE SESSION

Action: It was moved by Ms. Braunbach to go into Executive Session to discuss the Executive Director's evaluation. Mr. Haight seconded and the motion carried.

The Board went into Executive Session at 7:10 PM

END OF EXECUTIVE SESSION

Action: It was moved by Mr. Haight to end the Executive Session at 7:25 PM. Ms. Braunbach seconded and the motion was carried.

Action: It was moved by Ms. Braunbach to accept the Executive Directors Evaluation. Ms. Zaciewski seconded and the motion carried.

ADJOURNMENT

The Meeting was adjourned at 7:30 PM.

Secretary