

Regular Meeting
Nioga Board of Trustees
September 20, 2022
Nioga Headquarters

The regular meeting of the Nioga Library System Board of Trustees was held on Tuesday, September 20, 2022 at 6:30 pm.

Present: Charles Begley, Craig Bacon, Mary Anne Braunbach, Jeffrey Laub, Dan Haight, Kristie Miller, Andrea Fetterly, Jeanne Tuohey Ken Hamilton and Marilyn Zaciewski.

Excused: Patricia Nagel

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

Guests: Natalie McDonough, Representative from the NY State Library, Division of Library Development.

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. Haight led the Board in the Pledge of Allegiance.

INTRODUCTIONS:

Mr. Begley introduced Ms. Natalie McDonough, Representative from the NY State Library, Division of Library Development.

APPROVAL OF MINUTES

Action: Ms. Braunbach made a motion to accept the minutes from the August 23, 2022 meeting as presented. Ms. Fetterly seconded and the motion carried.

COMMITTEE REPORTS

Finance and Audit Committee

The Monthly Budget Reports for August 2021 were included in the Board Packet. Also included was the Monthly Payroll Report.

Schedule of Payments

August 2022

General Fund 2022-08G \$151,745.42

LAA Account 2022-08LAA \$ 16,839.58

Mr. Haight stated the accounts are in order.

Buildings and Grounds:

| LIBRARY | PROJECT DESCRIPTION | TOTAL | REQUESTED | RECOMMENDED | % | of Total |
|----------------|---------------------------------|------------------|------------------|--------------------|----------|-----------------|
| LOC | Window Replacement | \$42,080 | \$31,560 | \$31,560 | 75% | 6% |
| NFL | Auditorium Renovation | \$135,745 | \$122,170 | \$122,170 | 90% | 24% |
| LAS | ADA Door Opener | \$3,034 | \$2,731 | \$2,731 | 90% | 1% |
| RAN | Gazebo Roof and New Door | \$19,476 | \$17,528 | \$17,528 | 75% | 3% |
| TOTAL | | \$200,335 | \$173,989 | \$173,989 | | |
| | System Allocation | \$905,464 | | | | |

Action: Mr. Haight made a motion to accept the Member Libraries' State Construction Grant Applications as presented by the Building & Grounds Committee. Mr. Hamilton seconded and the motion carried.

PRESIDENT'S REPORT

Richmond Memorial Library Director Resignation

Mr. Begley announced that Robert Conrad, has resigned as the Director of the Richmond Memorial Library. Mr. Conrad's last day is October 28, 2022.

Grants to Member Libraries

This report was included in the Board packet.

Wilson Open House

Mr. Begley announced that Wilson Community Library is having an Open House, September 29th from 7pm to 9pm. Wilson has completed their construction renovations.

Committee Assignments:

Mr. Begley handed out an updated Committee Assignment report.

Donation from a former Trustee

Action: Mr. Haight made a motion to accept the \$300 donation given by Ms. Engel. Ms. Fetterly seconded and the motion carried.

Patron stats/Items Owned

A monthly report was included in the Board packet.

EXECUTIVE DIRECTOR'S REPORT

Fine Free Proposal

Thomas Bindeman met with the Genesee County Libraries. All six have agreed to go fine free. The goal is to use these libraries as a test to eventually have all Nioga member Libraries go fine free. Chautauqua County and Buffalo and Erie County Systems are now operating fine free.

Audit update

A handout was given to Trustees at the Board Meeting regarding a brief overview of the new firm Lumsden & McCormick, LLP. This firm is registered with AICPA Governmental Audits. The fee quote given for Auditing 2021 is \$15,000 with a 3% increase for subsequent years (2022 - \$15,500.00 & 2023 -\$16,000.00).

Action: Mr. Haight made a motion to accept the 3 year contract with Lumsden & McCormick, LLP as presented. Mr. Hamilton seconded and the motion carried.

Trustee Training

Thomas Bindeman stated Nioga Library System has contracted with The Law Office of Stephanie Cole Adams, PLLC next year. Ms. Adams will offer four training sessions to help member library trustees fulfil NY State requirements for trustee training.

State Budget Update

Thomas Bindeman stated 2023 State money is dribbling in. Mr. Bindeman also said he is going to be working with NYLA and a few other Agencies for advocacy for next year. NYLA Cuts may be coming next year and several years to come.

Barker Construction Update

Barker Public Library has completed the exterior of the building. Barker has put out to Bid the Interior work of the building.

Change in Open Meeting Law

Thomas Bindeman stated that the Governor has lifted the Open Meeting Law Covid provisions. This means meetings for this Board and the Member Libraries are to go back to in person meetings.

Assemblywoman Karen McMahon Fundraiser

Thomas Bindeman and Lisa Erickson attended a Fundraiser for Assemblywoman Karen McMahon.

Fall Directors' Meeting Oct 26th 10-12 noon

The Fall Directors meeting will be held at Nioga. This will be a face to face meeting from 10 AM to 12 noon on October 26, 2022.

Communication, Advocacy and Outreach Report Niagara County Funding

Lisa Erickson stated that the Niagara County checks have been sent out. She stated she is working on completing the grant application for next year.

Workshops/Training:

- **Roberts Rules Workshop:** Will be held October 27, 2022 5-7:30 PM
- **Central Library Workshops TBA:** Two workshops per year, one workshop has been completed and one more workshop is coming up on October 12, 2022, 10-12 noon.

Update on Byron-Bergen Library

Lisa Erickson stated the Library Board has hired a Private Consulting Firm out of Rochester to help the Library with their upcoming 414 vote.

State Construction Update

Ms. Erickson stated that State Construction Grants are back from DASNY with additional questions. Nioga has no outstanding issues. Next step is the reallocation of funds not spent. This is the last step before awards are announced.

Youth Services

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

Extension Services Update

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

OLD BUSINESS

None presented.

NEW BUSINESS

None presented.

OTHER

None presented.

EXECUTIVE SESSION

Action: It was moved by Mr. Haight to go into Executive Session. Ms. Tuohey seconded and the motion carried. The Board of Trustees went into Executive Session at 7:07 pm to discuss personnel matters.

END OF EXECUTIVE SESSION

Action: it was moved by Mr. Bacon to adjourn the meeting. Ms. Miller seconded and the meeting was adjourned at 7:14 pm.

Ms. Braunbach has asked that trustees please return the Executive Director Evaluations to her by October 15, 2022.

NEXT SCHEDULED BOARD MEETING

Next Nioga Board Meeting: Tuesday, November 15, 2022

ADJOURNMENT

Action: Ms. Fetterly made a motion to adjourn the meeting, Mr. Laub seconded, and the motion carried. The meeting was adjourned at 7:17 pm.

Secretary