

Regular Meeting
Nioga Board of Trustees
January 21, 2025
Nioga Headquarters

The regular meeting of the Nioga Library System Board of Trustees was held on Tuesday, January 21st, 2025 at Nioga Library Headquarters, Lockport, New York.

Present: Mr. Charles Begley, Mr. Jeffrey Laub, Mr. Dan Haight, Mr. Craig Bacon, Mr. Howard Balaban, Ms. Jeanne Tuohey, Ms. Marylyn Zaciewski, Ms. Andrea Fetterly and Ms. Patricia Nagel

Excused: Ms. Kristie Miller and Tammam Kinan

Staff Members Present: Thomas 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:

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

APPROVAL OF MINUTES

Action: It was moved by Mr. Haight to accept the minutes from the November 19th 2024 meeting. It was seconded by Ms. Tuohey and the motion carried.

COMMITTEE REPORTS

Finance and Audit

The monthly budget reports for November and December 2024 were included in the Board Packet. Also included were the Monthly Payroll reports for November and December 2024.

Schedule of Payments-November and December 2024

General Fund 2024-11	\$ 53,713.21
LAA Account 2024-11	\$ 37,241.00
General Fund 2024-12	\$111,408.22
LAA Account 2023-12	\$172,938.26

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

Authorization to Pay Reoccurring Bills

Action: Mr. Haight made a motion to pay reoccurring bills as presented.

Mr. Balaban seconded and the motion carried.

FY2023 Audit

Mr. Haight passed out a corrective action plan from the 2023 Audit.

Action: It was moved by Mr. Haight to accept the Audit for FY2023 as presented.

Mr. Laub seconded and the motion carried.

Nominating Committee

Mr. Laub updated the Board on upcoming vacancies:

- a) Genesee County (Kristie Miller)
- b) City of North Tonawanda (Dan Haight)

Nomination letters have been sent out.

Program Committee

Ms. Zaciewski updated the Board on the annual dinner that will be held on May 21st, 2025 at the White Birch Golf Course, 1515 N Lyndonville Rd, Lyndonville, NY.

PRESIDENTS REPORT

Ethics Statement and Conflict of Interests Statement

Mr. Begley reviewed these documents with the Board.

System Calendar

2025 Calendar was included in the Board Packet

Central Library Issue Update

Mr. Begley updated the Board on the issues with the Central Library.

Grigg-Lewis Grant

Action: Mr. Haight made a motion to accept the Grigg Lewis Grant of \$12,000.00. Ms. Fetterly seconded and the motion carried.

2025 Trustee Training

A training schedule was included in the Board Packet.

Personnel Updates

Action: Mr. Balaban made a motion to accept Appointment of Melanie Hyland, PT Senior Library Clerk at \$18.79/hour; 19 hours per week; start date 2/3/25. Mr. Bacon seconded and the motion carried.

Action: Ms. Zaciewski made a motion to accept a step increase for Karen Meritt, FT Senior Librarian Clerk from step 4, \$20.53 to step 5, \$21.15/hour. Ms. Nagel seconded and the motion carried.

Yates Community Library's new Director

Lisa Erickson stated that former Nioga Senior Library Clerk, Chrissie Carney has been hired as the new Director for Yates Community Library.

Update on Central Library

Mr. Begley updated the Board on the Niagara Falls Public Library

DIRECTORS REPORT

Update on State Budget for 2026

Tom Bindeman updated the Board on the State Budget for 2026.

Advocacy Update

Thomas Bindeman stated he has attended several fundraisers advocating for Libraries.

Delivery Contract

The Delivery Contract for JMR Delivery, Inc. was included in the Board packet.

Action: Mr. Bacon made a motion to accept the delivery contract as written with JMR Delivery, Inc. Mr. Haight seconded and the motion carried.

Bond Vote at Lee-Whedon

Thomas Bindeman informed the Board that Lee-Whedon Memorial Library's Bond Vote for their building expansion project passed by 4 votes.

Communication, Advocacy, and Outreach Update

Annual Reports for FY2024

Lisa Erickson informed the Board that the annual report portal is open. Member Library Reports are due at the System February 21, 2025.

Variance for Royalton Hartland Community Library

Lisa Erickson stated that the Royalton Hartland Community has finished their strategic plan is now back in compliance with minimum standards. The new plan can be found on their website.

Extension Services and Youth Services Reports

These reports were included in the Board Packet.

MEMBER LIBRARY DIRECTOR'S AND TRUSTEE'S COMMENTS, ISSUES, AND CONCERNS

None presented

NEW BUSINESS

None presented

OLD BUSINESS

None presented

OTHER

None presented

EXECUTIVE SESSION:

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

The Board went into Executive Session at 7:05 PM

END OF EXECUTIVE SESSION:

Action: It was moved by Mr. Bacon to end the Executive session at 7:21 PM. Mr. Haight seconded and the motion carried.

Action: It was moved by Ms. Zaciewski to accept the report on the Executive Directors evaluation. Mr. Balaban seconded and the motion carried.

ADJOURNMENT

The meeting was adjourned at 7:25 PM.

Next Board Meeting Date:

March 18, 2024