

Northern New York Library Network
Board of Trustees Meeting
September 16, 2021
Zoom Video Conference

The September 16, 2021 meeting of the Northern New York Library Network Board of Trustees was called to order at 10:03 A.M.

Trustees Present: Andrew Kelly, President; Jenica Rogers, Vice-President; Ginger Tebo, Treasurer; Ellen Adams; Krista Briggs; Gwen Cunningham; Jeff Garvey; Ivy Gocker; Erin Kovalsky; Jackie Madison; and John Thomas.

Trustees Absent: Steve Kenworthy and Jill Tarabula

Staff Present: Meg Backus and Phil Jones.

Agenda

Motion 21/22--11: Jackie Madison (Jeff Garvey) moved to approve the agenda for the September 16, 2021 meeting as distributed. Carried unanimously.

Minutes

Motion 21/22--12: Jeff Garvey (Ellen Adams) moved to approve the minutes of the July 22, 2021 meeting as distributed. Carried unanimously.

Financial Reports

The Board reviewed and discussed the financial statements for July 2021. Staff responded to a number of general questions posed by Board members regarding the monthly statements.

Motion 21/22--13: Gwen Cunningham (John Thomas) moved to accept the financial statements for July 2021 as distributed. Carried unanimously.

NNYLN Grants – Special Collections and Action

A panel of three individuals reviewed and ranked four Special Collections and Action grant applications. All four proposals were recommended for funding. The Board reviewed and discussed the panel's recommendations. Those awarded this fiscal year are:

APPLICANT	PROJECT TITLE	DESCRIPTION	FUNDING REQUESTED	FUNDING RECOMMENDED
Historic Saranac Lake	Expanding Access to TB Patient History Through Images	Scan approximately 1,500 images related to TB patients and make them available on PastPerfect Online and through New York Heritage. Project will expand access, reduce time spent on research requests, and help HSL connect with new audiences.	\$ 11,326.17	\$ 11,327.00
SUNY Potsdam	Breaking Barriers: 21st Cent Ed & Info Lit Opportunities in Prison	Grant funds would buy supplies, equipment and a paid internship to support a Baccalaureate Degree in Sociology at the Riverview Correctional Facility in Ogdensburg. Other program components funded by a Second Chance Pell Experimental Sites Initiative Grant awarded to SUNY Potsdam in 2020. Additional partners in program include St. Lawrence University and Ithaca Labs.	\$ 8,770.00	\$ 8,770.00
Ticonderoga Historical Society	Purchase of ScanPro2200 Microfilm Viewer	Purchase a ScanPro2200 scanner/viewer to access the microfilm collection at Hancock House Museum and Research Center, managed by the Ticonderoga Historical Society. It would be the only microfilm viewer in the Town of Ticonderoga and so would serve beyond the Historical Society's researchers and genealogists, reaching people at the town offices and public library.	\$ 6,600.00	\$ 6,600.00
Keene Valley Library Assn	Library Cooperation	Keene Valley's neighbor library (Keene, non-member) must close for building repairs over winter. KVLA is open every other day during winter and proposes they let Keene Library use KVLA building on off days. Project begins to create shared services, collections, and connections among staff and patrons. Funding for a computer, extra archivist hours, joint books and additional programming.	\$ 10,870.00	\$ 5,500.00
TOTAL			\$ 37,566.17	\$ 32,197.00

Meg noted the 2021-2022 budget for Grants to Member Libraries is \$70,000. The total amount awarded to the four grant applicants is \$32,197. Meg proposed using the surplus funds for a separate grant program awarding smaller grants to members.

Motion 21/22--14: Ginger Tebo (Ivy Gocker) moved to approve the grants as recommended by the panel and approve a grant program awarding smaller grants from surplus budgeted funds. Carried unanimously.

Personnel Committee: Floating Holiday

At the July 22, 2021 meeting the Board approved adding a paid Floating Holiday for staff. After further deliberation the Personnel Committee determined that one day of Personal Leave allocated to staff will be deleted to offset adding the Floating Holiday.

Director Report

Meg Backus noted her written report was included in the Board packet. Highlights of current issues include:

NNYLN has been notified the IMLS grant proposal has been awarded. The grant will be funded in the amount of \$305,504, for a three year time period running from 9/1/21-8/31/24.

A new part-time hourly position will be added in the near future. The position will run approximately three years and will be funded with RBDB and Operating funds.

NNYLN and Southeastern Library Resources Council have agreed to share IT resources.

An Academic Legislative Initiatives group has been formed to examine issues that could benefit with statewide regulatory measures.

American Rescue Plan Act (ARPA) sub-award guidelines were recently released. NNYLN has been awarded \$301,618 in funding. Funds must be expended by June 30, 2022.

Reference and Research Library Resources Systems 2020-2021 Annual Report

The Board reviewed and discussed the Network's Annual Report for Library Systems 2020.

Motion 21/22--15: Andrew Kelly (Jackie Madison) moved to approve the Northern New York Library Network's Annual Report for Library Systems 2020 as presented. Carried unanimously.

Meeting Dates 2021-2022

Board members agreed to the proposed meeting date for 2021-2022.

November 18, 2021 10:00 A.M. - Zoom Video Conference

January 13, 2022 10:00 A.M. - Zoom Video Conference

March 17, 2022 10:00 A.M. - Zoom Video Conference

May 12, 2022 10:00 A.M. - Zoom Video Conference

Adjournment

The Board meeting was adjourned at 11:19 A.M.

The September 16, 2021 meeting minutes were approved at the November 18, 2021 meeting.

◆ Next Board Meeting ◆

November 18, 2021, Thursday, 10:00 AM
Zoom Video Conference