

Northern New York Library Network
Board of Trustees Meeting
September 27, 2024
DRAFT

The meeting was called to order at 10:05 AM.

Trustees Present: Ellen Adams, Justin Cree, Emily Hastings, Amy Bedard, Paulette Roes, Cori Wilhelm, Edward Komara, Allison Comes, John Payne, Michael Spofford, Sarah Weisman

Trustees Absent: Jackie Madison, Jessica Clemons, Jill Daby.

Staff Present: Meg Backus, Jennifer Thomas

Agenda

Motion 24/25 - - 6: John Payne (Sarah Weisman) moved to approve the agenda. Motion carried unanimously.

Minutes

Motion 24/25 - -7: Amy Bedard (Allison Comes) moved to approve the July 25, 2024 meeting minutes as distributed. Motion carried unanimously.

Financial Reports

The Board reviewed and discussed the financial reports as presented by Jennifer Thomas for July 7 August 2024. It was noted that the reports are shown using accrual basis and in the past cash basis was used. Discussion ensued in regards to what the difference was between accrual and cash basis. Financial reports were received as presented for filing by Board President Ellen Adams.

NNYRC Report

The NNYRC board of directors met on August 20, 2024 at 2:00. They met with Don Simmons of Simmons Capital Group to review the portfolio and discuss economic outlook. Investment value was up 6.8% YTD after all fees. The directors then met with auditors from Dannible and McKee review and approve the draft 2023 Financial Statements.

Member Grants Review 2024-25

Motion 24/25 - -8: Justin Cree (Cori Wilhelm) moved to approve St. Lawrence to receive a grant from NNYLN in the 24-25 fiscal year in the amount of \$11,987.00 titled "Digital Storytelling for Environmental and Climate Action" Discussion ensued and motion carried with 1 reculsion (John Payne).

Motion 24/25 - -9: Justin Cree (Cori Wilhelm) moved to approve SUNY Potsdam to receive a grant from NNYLN in the 24-25 fiscal year in the amount of \$7,120.00 titled "Cultivating Holistic Student Support: A Comprehensive Campus-Wide Wellness Initiative." Discussion ensued and motion carried unanimously.

Motion 24/25 - -10: Justin Cree (Cori Wilhelm) moved to approve Historic Saranac Lake to receive a grant from NNYLN in the 24-25 fiscal year in the amount \$3,192.00 titled "Our Collection are Your Collections: Enabling Public Browsing of Historic Saranac Lake's Catalog." Discussion ensued and motion carried unanimously.

Motion 24/25 - -11: Justin Cree (Cori Wilhelm) moved to approve SUNY Plattsburgh to receive a grant from NNYLN in the 24-25 fiscal year titled "One Library Serving Two Institutions for \$2,500." The proposal requested \$11,997.00 but only \$2,500.00 was deemed eligible. A portion

of the grant was ineligible as “normal library operations” but the database to help with collection assessment was funded. Motion carried with 1 recusion (Ellen Adams).

Motion 24/25 - -12: Justin Cree (Cori Wilhelm) moved to approve Canton Free Library to receive a grant from NNYLN in the 24-25 fiscal year in the amount of \$6,000.00 titled “Rensselaer Falls Renovation Campaign.” Discussion ensued and motion carried with 1 recusion (Emily Hastings).

There were four other grant proposals considered but not recommended for funding.

Motion 24/25 - -13: Justin Cree(Cori Wilhelm) moved to deny funding for four proposals in the 24-25 fiscal year. Discussion of reviewers’ feedback ensued wherein proposals were shown to contain ineligible components, to have scopes too broad for the program budget and timeline, or to be too vague on details to judge. The motion carried unanimously.

Samaritan Medical Center Grant Proposal

Samaritan Medical Center submitted 24-25 Grant Request for hospital library services. They request \$62,788 to serve 5 sites (including SMC itself) with information services. The library manager’s last day is Sept 30, 2024. We are awaiting word on how or when SMC plans to hire a replacement. One librarian remains employed there.

Motion 24/25 - -14: Sarah Weisman (Emily Hastings) made a motion to approve funding SMC's grant proposal with 24-25 MISP and HLSP funds. Carried unanimously.

State Report 23-24

The annual report to NY state had a deadline of October 1 but the portal is down and data has to be restored. The deadline will be extended, though a new date has yet to be announced. The NNYLN board will review a draft report sent via email and will give feedback and vote electronically in October, after which NNYLN will submit the 23-24 completed report.

Director’s Report

Meg Backus noted her written report was included in the Board packet, and members discussed several items. Highlights included:

- Professional Development funds were awarded to the following member staff:
 - \$240 awarded to Colleen Huddleston, Library Assistant 2 at SUNY Oswego to enroll in NYLA’s Library Skills Academy taking place virtually throughout Sept-October.
 - \$1,400 awarded to Emily Hastings, director of Canton Free Library, for attendance at Association of Small & Rural Libraries in Springfield, Massachusetts Sept 11-14.
 - \$1,400 awarded to Agnes Hoey, also of Canton Free Library, for attendance at Association of Small & Rural Libraries in Springfield, Massachusetts Sept 11-14.
 - \$1,400 awarded to Jen Henry though subbed for Alex Dombrose because family emergency prevented Jen's travel, also of Canton Free Library, for attendance at Association of Small & Rural Libraries in Springfield, Massachusetts Sept 11-14.
- Oct 3 will be our Fall Member meeting, held this year at SUNY Potsdam from 10-2pm though we will also stream it via Zoom. We expect 35-40 to attend this event typically.
- We’re ready to begin our series on Archives/Digitization in October, from our PT staff member Katelyn Legacy-Roulston. I’ll be looking at the popularity of and feedback from these programs to tell us about our members’ needs. She’s planning a series of 6 through December, and another series of six in the new calendar year about other ways to create access to special collections.
- Submitted a preliminary 2-page application to IMLS for a Laura Bush Planning Grant: *Self-Organized Professional Development For LAM Workers*. Will learn by February

2025 if we're invited to submit a full proposal for a project that would begin Aug 1, 2025. See enclosed narrative.

- Advocacy and Awareness win: Governor Hochul signed the bill that expands State Aid for Library Construction to make more communities eligible for aid up to 90% of total project costs, and to allow Systems to allocate up to 90% percent of their total Construction Aid each year to projects eligible for this 90/10 match, an increase from the previous cap of 50% of total project costs.
- Librarian Amy Dickinson accepted our offer for regional services librarian position. Start date 12/1/24. Amy is a public librarian in Montrose, CO right now. She has worked across various settings – in institutions of higher education, public schools, public libraries, and nonprofits. She's a community-builder and a problem-solver. We were all impressed by how personable she is and her credentials. She has an MLIS, an MA in early childhood special education, and an MFA in poetry.

Future Meeting Dates in FY 2024-2025

- Thursday, Nov 21, 2024; Zoom, 10:00 a.m.
- Thursday, Jan 16, 2025; Zoom, 10:00 a.m.
- Thursday, Mar 20, 2025; Zoom, 10:00 a.m.
- Thursday, May 15, 2025; TBD

At 11:48 am Ellen Adams Adjourned the Meeting

Minutes typed up by Michael Spofford and submitted by secretary Justin Cree.