

# MOHAWK VALLEY LIBRARY SYSTEM

## BOARD OF TRUSTEES

April 16, 2020  
Virtual Meeting

### MINUTES

**PRESENT:** Rosemary Barger, Jane Borrelli, Patty Franco, Katherine Hawkins, Barbara Madonna, Joanne Mickle, Eleanor Spencer, Felicia Spivey, Christine Witkowski, and Eric Trahan Director.

**EXCUSED:** Christina Knee, Mary Salluzzo

**GUESTS:** Kathy Insero, Dawn Lamphere, Sharon O'Brien, Sue Rokos, Kimberly Zimmer

Eric Trahan stated due to emergency changes and meeting laws, the virtual meeting will be recorded.

President Barbara Madonna called the meeting to order at 9:32 a.m. Christine Witkowski moved, Eleanor Spencer seconded, approval of the January 16, 2020 minutes as presented. All approved.

The **Director's Report** for January, February, and March was distributed prior to the meeting.

Eric reported that during this odd time:

- MVLS staff and member libraries are sharing information and fulfilling missions to the best of their abilities. Many free resources are available.
- Libraries have four main missions; loaning items, providing access to information, programming and events, and providing space. Libraries are doing this through Facebook, Zoom, and other online social software. Storytimes, writing programs, and art classes are just a few examples of programs being held online. E-resources circulation has risen by 40%.
- Communicating with communities is very important. Wade Abbott is consulting with member libraries. Johnstown Public Library has a video posted on MVLS You Tube page.
- Other thoughts are the safety and social distancing when libraries reopen, and financial futures.
- Adult Literacy and Public Library Construction reports are due to the state by June 30. A State Library conference call was held Tuesday. They are cognizant of library issues and will find a way to work with them.
- MVLS did a survey to see if library staff were being paid salaries. There were 11 responses. Full-time and most part-time staff are being fully paid. Some part-timers are partially paid.

#### **Director's Council:**

No report. Eric has been contacting Directors via email. Directors may have a virtual pre-opening meeting.

During **Privilege of the Floor** Christine Witkowski reported the Schenectady County Public Library author visit was canceled. Katherine Hawkins spoke with Kim Zimmer, Director, The Community Library, Cobleskill, who stated Directors statewide are communicating.

**TREASURER'S REPORT:**

Eric Trahan presented the financial statements and Payment Schedules for January, February, and March 2020.

**Statements of Financial Position:**

**MOTION:** To accept for audit the Statements of Financial Position for January, February, and March 2020.  
Hawkins/Franco. Ayes - All. Nays - None.

**Payment Schedules:**

**MOTION:** To approve Payment Schedules for January 2020 in the amount of \$149,182.17, February 2020 in the amount of \$93,013.65 and March 2020 in the amount of \$86,016.36.  
Hawkins/Spencer. Ayes - All. Nays - None.

Rosemary Barger inquired of the \$1200 cost for delivery. Eric Trahan stated it was contractual and agreed upon as the service was essentially needed upon reopening.

**COMMITTEE REPORTS**

**AUDIT AND FINANCE** No report.

**AWARDS COMMITTEE**

Joanne Mickle reported recipients have been chosen for the awards. There was one nomination for the Library Recognition Award and three nominations for the Harold & Junice Wusterbarth Volunteer Service Award. The awards will be announced at the virtual annual meeting. Library visits will be arranged to present the awards upon reopening.

**BUILDING & EQUIPMENT** No report.

**COMMUNICATIONS** No report.

**LIBRARY SERVICES** No report.

**NOMINATING COMMITTEE**

Patty Franco reported a slate of officers is ready for election in June. Deb Escobar will be a candidate for the term recently vacated by Marion Grimes to represent Schenectady County.

2020 expiring terms are Patty Franco, Fulton County, Christina Knee, Schoharie County, Barbara Madonna, Directors Council, and Felicia Spivey, Schenectady County, and a vacancy in Montgomery County.

Christina and Felicia may be re-elected. Patty declined re-election and Barbara is not eligible.

**PERSONNEL**

Entering into Executive Session at the end of the business meeting.

**JOINT AUTOMATION COUNCIL**

Eric Trahan reported the March meeting was canceled. They will meet May 20, 2020 virtually. A lot has happened with all libraries closing due to the corona virus. JA staff and Sharon O'Brien have worked very hard to extend due dates and waive fines until libraries reopen.

The Shield Act went into effect in March. Lawyers have looked at compliance by JA and stated they do an amazing job with privacy and security. Data breach insurance will be looked at.

JA has implemented a way for anyone to get access to Overdrive resources even if they do not have an existing card. JA staff is working on implementing an E-card that will allow individuals to apply online. A Polaris update is scheduled for the end of May.

Barbara Madonna commended JA staff for all the changes to online access.

## **UNFINISHED BUSINESS**

### **THE FOUNDATION FOR MOHAWK VALLEY LIBRARIES**

A virtual meeting is scheduled for Friday, April 17, 2020. The fundraiser at the Mohawk Golf Club has been postponed to September. The Canajoharie Golf Club fundraiser is scheduled for July. Eric Trahan reported trustees are usually appointed now. Jane Borrelli and Cheryl Cufari will not continue serving on the Board. A search has started for new members.

### **ADVOCACY DAY AND STATE BUDGET REPORT**

Advocacy Day went well. Good meetings with Legislators and representatives provided positive feedback about the libraries continued service to the communities. Governor Cuomo proposed \$91.6M Library Aid in this year's Executive Budget, a \$5M cut from last year's enacted budget. With the support of the Senate and Assembly, who were given the difficult responsibility of determining reductions across the budget, we secured \$2.5M. The FY2020-21 enacted budget for State Library Aid will be \$94.1M. There are stipulations in the budget to take back funding due to the corona crisis. Libraries need to plan for the future.

### **PUBLIC ENGAGEMENT & EDUCATION CONSULTANT**

There were two interviews scheduled for this mandated position. They have been suspended until MVLS is able to have in-person contact.

## **NEW BUSINESS**

### **ANNUAL MEETING**

SUNY Cobleskill has canceled our event scheduled for May 13. MVLS will likely have a virtual meeting the end of May. MVLS Bylaws state the meeting must be held before May 31. Trustees need to be elected. Award winners will be announced and the Annual Report will be distributed.

### **CENSUS FUNDING**

Eric Trahan reported Governor Cuomo released \$40 million for counties. Schoharie and Montgomery counties participated. Applications for funding were submitted, but probably will not be funded now. The Census is reportedly going well.

### **CARES ACT FUNDING**

The Payroll Protection Plan funds made available to business and not-for-profits to pay staff throughout the pandemic is relevant. NBT is not accepting applications at this time. Other sources are not optimistic about loans being funded. MVLS will continue to monitor and submit an application.

### **EXECUTIVE SESSION**

**MOTION:** To enter into Executive Session at 10:30 a.m. to discuss a personnel matter. Hawkins/Spencer. Ayes - All. Nays - None.

**MOTION:** To return to the business meeting at 10:32 a.m.  
Franco/Witkowski. Ayes - All. Nays - None.

As a result of the Executive Session, Barbara Madonna presented the following:

**MOTION:** To approve Mohawk Valley Library System continue to pay all staff their regular salary through June 30, 2020.  
Hawkins/Franco. Ayes - All. Nays - None.

Eric Trahan thanked all trustees and guests for attending the virtual meeting.

**TIME AND PLACE OF NEXT MEETING:**

To be announced.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:34 AM.

Respectfully submitted,

Kathy Insero  
Recorder