

Questioning existing practices. Testing new ideas. WNYLRC: a leader in library innovation.

Airport Commerce Park East | 4950 Genesee Street | Suite 170 | Cheektowaga, NY 14225-5528 phone 716.633.0705 | fax 716.633.1736 | www.wnylrc.org

Western New York Library Resources Council

Board of Trustees

MINUTES/DISCUSSION RECORD

ATTENDING BY ZOOM:

Jan Dekoff (Chautauqua Cattaraugus Library System), Kristine Kasbohm (Canisius College), Timothy Binga (Center for Inquiry Libraries), Kathy Leacock (Buffalo Museum of Science), Justin Cronise (SUNY Erie), Dennis Galucki (Center for the Study of Art, Architecture, History and Nature), Donna Berryman (UB/HSL), Deborah Chiarella (UB), Dr. Cece Fuoco (CA BOCES SLS), Paul Cieslik (Lipsitz, Green et. al), Dan Albertson (UB-LIS), Jeannine Doyle (BECPL), Alicia Thompson (Erie 1 BOCES SLS), Lisa Erickson (Nioga Library System), Jeremy Lyman (Riverside Academy High School, #208)

Sheryl Knab (Executive Director-WNYLRC), Debbie Porter (Accounting Manager – WNYLRC)

EXCUSED:

GUESTS:

DATE: Thursday, September 30, 2021 11:00 AM

LOCATION: Zoom Meeting

RECORDED BY: Ashley Pietrzykowski (Office Coordinator-WNYLRC)

MINUTES/DISCUSSION RECORD

TOPIC	DISCUSSION/ CONCLUSIONS	RECOMMENDATIONS/ACTION/ EVALUATION/FOLLOW-UP	RESPONSIBILITY & TARGET DATE
1. Call to Order	Kristine Kasbohm called the meeting to order at 11:02 AM		
2. Approval- June 2021 Meeting Minutes	Kristine Kasbohm asked for a motion to approve the June 2021 meeting minutes.	Donna Berryman made a motion to approve the June 2021 meeting minutes, seconded by Dennis Galucki. Motion passed unanimously.	Completed
3. Accounting Mgr/Treasurer's Report	Debbie Porter reviewed Treasurer's report.		



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Large leftover balance due to PPP loan and recovery of 20% funding loss for general fund.

RBDB and HLSP/MSP also had overage balances due to PPP loans.

Investments have done very well but are set conservatively.

Budget amendments made via email have accounted for the overages in the general fund and RDBD.

> Meeting should be scheduled with Lincoln Financial rep and Business Finance Committee to review investment strategy.

4. New Businessa.) StandingCommittee Charge revisions

Received state funds for the new fiscal year.

Additional item added to the agenda for revision to Committee Charge for High School to College Committee.

Board tried to determine goal of changes. Discussed formatting and consistency of charges to make it easier for Board to discuss and approve. Justin Cronise motioned to approve and Tim Binga seconded.

Changes being sent back to Committee Chairs to develop template for Committee Charges going forward. Once templates have been approved, Committee Charge changes will be resubmitted to the Board for approval once templates have been designed.

i. AdvocacyCommitteerevision/newname[Action Item]

Advocacy Committee has been on hiatus. As it was being revived, members had concerns over the name as "advocacy" makes some of the libraries uncomfortable as the term has come to represent "lobbying". Committee would like to be an educational committee to help provide awareness and opportunities for legislators and members to connect with each other. Proposed name is LEAP: Library Education Advancement and Partnership.

Cece Fuoco motioned to accept name change of committee.



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b.) Board Committee	
Charge revisions	
i. Personnel	

Committee [Action Item]

Personnel Committee had overly broad scope. Change has cleaned up and limited scope. Clearly defining what's responsibility of Executive Director versus Personnel Committee versus Board of

Directors.

Status of Committee will be

changed from "On hiatus" to

"Active" along with name change.

Seconded by Deborah Chiarella. Approved unanimously.

Kristine Kasbohm motioned to approve committee charge. Seconded by Justin Cronise. Approved unanimously.

c.) Diversity in Collections Grant Award (High School to College Committee) [Action Item]

High School to College Committee want to create an award that provides funding to applicants that have increased and diversified their collections.

3 recipients annually would receive \$500 each.

Hard for school libraries to get funds from outside to use for collections. Could WNYLRC buy books for them with the funds and then give the books to the libraries?

Would it be possible to share the resources?

How to ensure funds don't end up in a single system?

Jeannine Doyle motioned to approve creation of award. Seconded by Deborah Chiarella. Approved unanimously.

Board would like Committee to present logistics of grant via email: application process, how funds are dispersed (directly to school or WNYLRC buys books), resource sharing, print vs ebooks vs both, not all funds to single system.



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d.)	So	cial	Wc	rk
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Conversations with colleges and with Social Work programs (BA or MFA). Other groups have started this throughout the state. Interns placed in libraries to provide outreach and to work with telehealth pods.

e.) Covid Update

WNYLRC staff still working Tuesdays & Thursdays in the office & will continue with that schedule through flu season. Will update when changing schedule.

f.) ARPA funds

\$502,642.00 is available for ARPA grant funds which must be spent by June 30, 2022.

3 pools of funds to help get to members: First is digital inclusion for public libraries, second is Library and Museum partnership projects (\$72,340), third is school library systems to help purchase online content

g.) Committee Updates

i. Who's Who – Preservation Committee

Omar has been doing interviews of staff and members and posting them to introduce members to each other.

ii. Podcasts from the Past – Preservation Committee

Podcasts from the past use materials to create podcasts where someone is reading from or talking about the materials to help with education and resource materials.

5. Executive Director's Report

Ask the Lawyer RAQs are all being reviewed for relevancy and updates.

ESIE grant funds allowed distribution of 360 cameras to a number of members. NCCC library using for the nursing



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	program. House filmed that has barriers that could inhibit care or safety in the home and the students use the videos to help identify and remove those barriers. Jay's set up a user group to help expand and improve site.		
6.) Old Business	Health Pods – open house at Leroy R. Coles, Jr. Branch Library next week. Jamestown is still on hold due to supply chain issues. Other councils are looking at our model and Heidi and Olivia are offering to other members. Added item of bios slate of candidates: Dennis, Dan, Alicia	Tim Binga motioned to approve and Jan Dekoff seconded. Dennis, Dan, Alicia abstained. All others in favor.	
a.) Executive Director Review guidelines update	No update at this time.	Will be revisited at November meeting.	
b.) Consultant update	Email vote to approve consultant. Anthony has begun work and is meeting with executive director and board members. Focus is on development of board to help define purpose of board & increase board participation.	10 to 12 weeks is estimate for completion.	
c.) Office Coordinator position update	Position has been offered to Jennifer Northup who was previously at BECPL. She's starting next week.	She started and is wonderful. A great asset!	
7. Other Business	Erie Country celebrating 200 th anniversary. Dennis wants to look at the archives with visuals and tell the story of libraries in Erie County (and then expand to other counties). Also doing a series on sustainability.	Please let him know if you'd like to participate. He'll send out an email with the information.	
8. Announcements	No announcements		
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11. Adjournment All business was con and Kristine Kasbohr adjourned the Board The Board Meeting wadjourned at 12:30 properties.	adjourn. Tim Binga seconded. Meeting.	
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