

South Central Regional Library Council
Board Meeting
May 22, 2020
Online Zoom Meeting

Present:

Camille Andrews
Megan Biddle
Cindy Buerkle
Keturah Cappadonia
Kristin Dade
Jim Galbraith
Sarah Glogowski (arrived 9:42)
Jean Jenkins
Marge Kappanadze
Fiona Patrick
Mark Smith
David Stevick
Nicole Waskie-Laura

Excused:

Fabina Benites
Carol Henderson

Staff:

Diane Capalongo
Danna Harris
Mary-Carol Lindbloom

Presiding. J. Galbraith called the meeting to order at 9:36 a.m.

Consent Agenda

DOC.#2020 – 20, 21. J. Jenkins moved to approve the consent agenda; seconded by N. Waskie-Laura. Approved.

DOC.#2020 – 22, 23

March 2020, Bill Sheet #9, April 2020, Bill Sheet #10.

M-C Lindbloom noted that the HLSP fiscal year ended in March. Payments to Steven Bell was an out-of-the-ordinary expense. We also received the legislative grant monies for the digitization program. The purchase of the ABBYY FineReader software (legislative grant) and stop payment charges for lost checks were out-of-the-ordinary expenses for April. The PPP loan was added to the monthly fund report and cash receipts. An additional treasurer’s report was added to reflect the Coming Credit Union loan. Motion to approve both bill sheets was made by J. Jenkins and seconded by M. Kappanadze. Approved.

DOC.#2020 - 24

Budget 2020-2021. This budget represents a 22.59% decrease over the current year. It combines the known 2.59% cut to state library aid and an additional 20% reduction that seems likely to happen. There will not be funding for HLSP grants. We will end the current year with a larger than expected cash balance due to the PPP loan.

Membership Dues. The Finance & Audit committee proposed a 50% reduction in dues for the coming year with an upfront hardship forgiveness option if a member cannot pay any amount to keep members and pass on benefits resulting from SCRLC’s PPP loan. Stephanie Cole Adams (SCRLC lawyer) suggested developing an

application form for forgiveness which seemed complicated. M-C Lindbloom suggested sending a letter along with dues invoice letting members know they would be eligible for dues forgiveness. C. Buerkle and J. Jenkins suggested that some members might be able to pay the full amount and would be willing to do so.

Electronic Resources Cost Share Fees. The Finance & Audit Committee recommends eliminating the cost share charge for this year.

One Time Employee Payments. Projected cuts make it difficult to consider raises this year. Personnel and Finance committees discussed the idea of giving employees a one-time payment in lieu of raises. Staff are now working home using their own Internet, equipment, etc. and it is expected that there will be an increase in health insurance premiums in 2021. PPP funds need to be expended by a certain date. S. Glowgoski recommends a payment of \$2000 to each current employee, excluding the new hire.

A motion to 1) approve a 50% cut in dues for 2020-2021 with the invoice accompanied by a letter from M-C Lindbloom and J. Galbraith with an invitation to apply for a waiver of dues forgiveness if necessary and 2) eliminate the cost share fee for 2020-2021 was made by D. Stevick; seconded by C. Buerkle. Approved.

A motion to approve one-time payments of \$2,000 to current staff made by K. Cappadonia; seconded by C. Buerkle. Approved.

A motion to approve the overall 2020-2021 budget made by S. Glogowski; seconded by K. Dade. Approved.

Employee Handbook Updates. The Personnel committee recommends that the Medicare payment coverage be based only on SCRLC salary. Motion to approve paying 80% of Medicare based only on SCRLC salary made by J. Jenkins; seconded by D. Stevick. Approved.

Discussion:

Digital Services Librarian Position Update. We have hired Claire Lovell who was the coordinator for NY Heritage before taking her current position at the Manlius Public Library. She is expected to start on June 15.

COVID-19. A lengthy discussion ensued of collective uncertainties that everyone is experiencing. Reopening plans for most are still up in the air.

DOC.#2020-28

Executive Director's Report. To add to the written report--ESLN is also looking at the feasibility of working with SUNY's OCLC contract that comes up for renewal next year. It may be easier for ESLN to

handle it. The ESLN institutional repository survey resulted in some interest among libraries around the state; few SCRLC libraries responded to it, and of those only one expressed interest. METRO's Archipelago would be used if a statewide IR is developed via grant funding. There may also be a statewide task force established.

Adjournment. Motion to adjourn made by C. Andrews; seconded by S. Glogowski. Meeting adjourned at 11:42 a.m.

Next meeting: Friday, July 10, 2020 in conjunction with the Board Retreat.

Respectfully Submitted,

Nicole Waskie-Laura