



## **NYLA Council Meeting Minutes**

Thursday, May 6, 2021

3:00 PM to 4:30 PM

via Web Conference

NYLA President, Claudia Depkin Presiding

**In Attendance:** Claudia Depkin, *President*; Dr. Jen Cannell, *Immediate Past President*; Beth Merkle *President-Elect*; Roger Reyes, *Treasurer*; Grace Riario, *Treasurer-Elect*; Jim Teliha, *ASLS President*; Karen Sperrazza, *FLS President*; Jean Currie, *LTAS President*; Jennifer Byrnes, *PLS President*; Annalee Dragon, *LAMS Representative*; Alana Mutum, *RASS Representative*; Todd Schlitt, *SCLA Representative*; Steve Bachman, *SMART President*; Dawn Pressimone, *SSL President*; Amanda Schiavulli, *YSS President*; Simone Yearwood, *Councilor-at-Large*; Lisa Kropp, *Councilor-at-Large*; Kristina Graves, *Councilor-at-Large*; Tom Vitale, *Councilor-at-Large*; Ginger Tebo, *Councilor-at-Large*; Cassie Guthrie, *ALA Chapter Councilor*; Jeremy Johannesen, *NYLA Executive Director (ex-officio)*

**Absent:** Jane Verostek, *Councilor-at-Large*

**Guests:** Nicola McDonald, *LAMS President*; Briana McNamee, *NYLA Director of Government Relations & Advocacy*; Colleen Smith, *NYLA Finance and Administration Manager*

## **Council Meeting Agenda**

### 1. Welcome / Review of Agenda

NYLA President Claudia Depkin welcomed the group; and welcomed Ginger Tebo, who was elected to serve the remainder of Ana Canino-Fluit's resigned Councilor-at-Large seat.

### 2. Approval of Minutes from March 18, 2021 NYLA Council Meeting

**MOTION I:** Motion to approve Minutes from March 18, 2021 NYLA Council Meeting as presented.

Made by: AnnaLee Dragon, Seconded by: Lisa Kropp

Approved unanimously.

### 3. Finance Report

#### a. March Monthly Statement

NYLA Treasurer Roger Reyes reviewed the March financial statement. With 75% of the fiscal year complete, with the anticipated projected income and anticipated expenses the year looks to close out below a \$100K deficit; or less than half of the originally forecast \$232K deficit.

#### b. FY 2020-2021 NYLA Operating Budget (attached separately)

Roger Reyes, along with Grace Riario and Jeremy Johannesen reviewed the previously distributed proposed FY2021-2022 operating budget.

**MOTION II:** Motion to approve the NYLA Fiscal Year 2021-2022 operating budget as presented.

Made by: Tom Vitale, Seconded by: Jim Teliha

Approved unanimously.

#### c. Balanced Budget Task Force

Cassie Guthrie brought forward a pre-drafted motion to establish a Balanced Budget Task Force to work to address NYLA's persistent funding deficit.

**MOTION III:** Motion to create a Balanced Budget Task Force to review and evaluate existing NYLA revenue streams, potential areas of increased and/or new revenue, fund balances, and the current service program with the goal of establishing a sustainable financial model for the New York Library Association's future.

The Task Force will be comprised of the NYLA Treasurer, Treasurer-Elect, and the three immediate past-Treasurers working with the NYLA Executive Director and the NYLA Finance & Administration Manager. The NYLA President-elect will serve as liaison to the Council on the work of the Task Force.

The Task Force will provide Council with progress updates on its work as part of the August 5, 2021 and November 3, 2021 Council meetings and will conclude its work with a final written report in advance of the February 3, 2022 Council meeting. This time frame is necessary so that the findings may be used in the development of the NYLA FY2022-23 budget and the NYLA 2022-2025 Strategic Plan. The final report will include recommendations on increasing revenue, managing fund balances, and, if necessary, amending the service program to achieve balanced budgets going forward.

Made by: Cassie Guthrie, Seconded by: Jean Currie

Approved unanimously.

It was noted the while the NYLA Executive Director and NYLA Finance and Administration Manager are to serve as support to the task force, they are not named members.

d. NYLA Payroll Protection Program (PPP) Application

NYLA Executive Director Jeremy Johannesen offered his recommendation that NYLA apply for a Federal Payroll Protection Program Loan, based on indications that there are more funds available than are in demand. Based on pre-qualification paperwork completed, NYLA is eligible for a \$55K loan, that is eligible for 100% forgiveness provided that the funds are used exclusively for supporting payroll.

**MOTION IV:** Motion to approve NYLA making an application to the Payroll Protection Program in the amount of \$55K, and to pursue subsequent loan forgiveness.

Made by: Jean Currie, Seconded by: Steve Bachman

Approved unanimously.

4. Unfinished Business

a. NYLA 2019 IRS 990

NYLA's 2019 IRS 990 filing was distributed to Council for review. No changes were noted.

**MOTION V:** Motion to approve NYLA's 2019 IRS 990 filing for submission as presented.

Made by: Jean Currie, Seconded by: Roger Reyes

Approved unanimously.

b. Strategic Plan 2022-2025

Given the establishment of the Balanced Budget Task Force, and the potential impact that the groups recommendations could have on the organization and its operations, it was advised that the strategic planning process be postponed until the task force report is completed.

5. New Business

a. Sustainable Libraries Initiative Administrative Transfer

The request to transfer administration of the Sustainable Libraries Initiative (SLI) to the Suffolk Cooperative Library System (SCLS), as made by the SLI Advisory Board was presented for discussion. It was noted that SCLS has the resources to dedicate full-time support to the project. Several council members voiced their concerns that NYLA failed in the administration of the program; others questioned why shortcomings were not communicated to full Council by SLI in advance of the transfer request.

**MOTION VI:** Motion to approve the requested transfer of administration of the Sustainable Libraries Initiative to the Suffolk Cooperative Library System.

Made by: Cassie Guthrie, Seconded by: Beth Merkle

Approved unanimously.

b. NYLA Council Election Slate 2021

Immediate Past President, and Chair of the Nominating Committee, Dr. Jen Cannell, brought forward the proposed slate for the 2021 NYLA Council Election. Jen shared her thanks to the members of the committee.

**MOTION VII:** Motion to approve the slate of candidates for the 2021 NYLA Council election as presented.

Made by: The Nominating Committee, Seconded by: Dawn Pressimone

Approved unanimously.

c. NYLA Awards Review Task Force Recommendations

Chair of the Award Committee, Dr. Jen Cannell, shared the completed recommendations that were developed by the NYLA Awards Review Task Force. Broadly, there are three recommendations, 1. Establish a year-round Awards & Recognition Committee, 2. Develop a Calendar for the Yearly Awards Cycle, 3. Update Awards, Criteria, and Recognition. Council commended the work of the Task Force.

**MOTION VIII:** Motion to approve all recommendations put forward by the NYLA Awards Review Task Force as presented, with minor typographical corrections,

Made by: Karen Sperrazza, Seconded by: Tom Vitale

Approved unanimously.

d. Westchester Library Association Round Table Formation Petition

The required signatures (56 of 25 needed) have been collected on a petition forwarded by NYLA Members, and WLA Board Members, Giovanna Fiorino-Iannace and Elaine Provenzano, to create a new NYLA Round Table to represent the Westchester Library Association (WLA).

**MOTION IX:** Motion to approve the petition for the formation of the Westchester Library Association Round Table.

Made by: Jen Cannell, Seconded by: Lisa Kropp

Approved unanimously.

6. President's Report

Claudia Depkin reviewed her written report.

7. President-Elect's Report

Beth Merkle reviewed her written report.

8. Past-President's Report

Jen Cannell reviewed her written report, and offered a recommendation for the expansion of the nominating committee to include leadership development beginning in 2022.

9. Executive Director's Report

Jeremy Johannesen reviewed his written report.

10. Legislative Report

NYLA Director of Government Relations & Advocacy, Briana McNamee, reviewed recent activities and addressed questions relative to the NYS FY21-22 Budget.

11. Section / Roundtable / ALA / Committee Reports

During the review of the Section reports, it was noted that a NYLA membership-wide survey is overdue and that section-specific questions from each section will be solicited and compiled for inclusion.

The meeting was adjourned by unanimous consent at 3:35PM