

NORTHLAND PUBLIC LIBRARY AUTHORITY
BOARD MEETING – Held in person and virtually, using Microsoft Teams
September 27, 2022, 7:30pm
MINUTES

Announcement: A brief Executive Session will be held at the end of the meeting to discuss a personnel matter. The Board will reconvene to adjourn the meeting, with no other actions taking place.

- I. Call to Order & Roll Call:** The meeting was called to order by Mr. Kosmala at 7:30 PM. Present: Irene Caliendo, Heidi Coltin, Dan DeMarco, Dana Getz, Tom Kosmala, Karrie Lukin, Casey Sample, and Ananya Shah. Also present: Amy Steele, Bob Lukitsch, Kelley Moten, Nicholas Yon, Alan Shuckrow, Jason Singer, Robert Tate, Gilda Arroyo, and Kim Rhule.
- II. Comments from the Public:** None
- III. President's Report – Tom Kosmala:** Mr. Kosmala welcomed our new Junior Board Member Ananya Shah as well as attorney Gilda Arroyo. Mr. Kosmala noted the great success of the Z-roni fundraiser and Storybook-palooza. Mr. Kosmala thanked the Board Members for attending the “Breakfast, Books, and Beyond” event and continuing to encourage advocacy.
- IV. New Business:**
 - a. RAD Formula Revision – update Amy Steele:** Ms. Steele announced that the Librarians Advisory Council and ACLA Board both unanimously approved the RAD formula revision in order to show of solidarity across the libraries. This revision does result in over \$55,000 in RAD funding cuts for Northland. RAD has not yet approved it and there is no guarantee that they will. Library leadership plans on communicating with RAD the hardships caused by instantly requiring formula changes and the lack of communication from RAD.
 - i. ACLA Special General Membership meeting: September 28, 7:00 p.m. (virtual) VOTE: Giving NPLA representative instructions on how to vote on the RAD Formula:** Motion to instruct the NPLA representative to vote in favor of the revised RAD formula for 2023, duly made by Mr. DeMarco. Motion passed 5 yeas (Caliendo, DeMarco, Getz, Kosmala, Lukin), 2 nays (Coltin, Sample). A statement expressing the Board's frustration will be read aloud at the vote by our representative, Ms. Coltin.
 - b. 2023 Draft Budget – VOTE Bob Lukitsch:** Ms. Coltin and Ms. Caliendo had questions about a few line items. This budget is based on RAD providing a 4% increase to all libraries; more budget cuts will need to happen if RAD does not approve a 4% increase. Motion to approve the 2023 budget as presented by staff, duly made by Ms. Caliendo and unanimously carried.
 - c. Retirement Plan – VOTE Bob Lukitsch:** Motion to approve the execution of the attached IRS Form 5304-SIMPLE allowing each employee to choose the financial institution to receive their SIMPLE IRA deposits; the use of a 3% Matching Contribution as designated on the Form for Plan Year 2023 (included in the 2023 Budget); and reconstituting the Pension Review (ad hoc) Committee in early 2023 to

conduct a review of Northland's Retirement Plan, duly made by Mr. DeMarco and unanimously carried.

- d. **Keystone Grant – update Amy Steele:** The 50-year resolution has been signed by all municipalities. Staff is continuing to work on the grant as the deadline approaches.

V. Communications:

- a. **Library Marketing & Communications – Nicholas Yon:** Mr. Yon thanked the Board and staff for their involvement in the successful “Breakfast, Books, and Beyond” event. October is the biggest month for programming which can be seen in the packed newsletter. Northland continues its outreach at community events.
- b. **Departmental Updates – Kelley Moten:** The Book Sale was Northland's most successful with over 1,000 customers attending and a profit of almost \$10,000.
- c. **Foundation – Robert Tate, Amy Steele:** First Storybook-palooza raised just under \$4,000. The Zroni sale brought in over \$1,000, 50% more than the previous year. Moe's Taco Boxes are sold out. The Wish Trees are doing well.
- d. **Other: State – Libraries are required to provide voter registration information - Amy Steele:** Northland already does this, but will publicize this more.

VI. Old Business:

- a. **Pandemic Operations Update:** None.
- b. **Breakfast, Books & Beyond – Review Amy Steele:** Ms. Steele thanked the Board for their unanimous participation. Had representatives there from almost all of our municipalities and representatives from the county and state levels. Several attendees gave positive feedback and shared their experiences with their colleagues. Thanks to the event, State Senator Lindsay Williams has tentatively earmarked a \$250,000 grant for our capital campaign!
- c. **Going Fine Free – Update Amy Steele & Kelley Moten:** Staff noted their concern that cutting this from our budget while still advocating in the community for funding might seem contradictory. As a result, this change will not move forward until sometime in 2023.

VII. Legal Matters: See: Ad Hoc Governance Committee.

VIII. Consent Agenda:

- a. Minutes
- b. Treasurer's Report
- c. Executive Director's Report
- d. Committee and Other Reports: Mr. DeMarco stated that the Consent Agenda should be separated from the Committee reports moving forward.
 - i. Ad Hoc Governance Committee: Bylaws review, meeting summary: Mr. Shuckrow noted that the revised bylaws and articles of incorporation should be completed by the next Board meeting. Ms. Sample explained that the committee had revised half of the bylaws and planned to revise the rest at their meeting next week.
 - ii. Joint NPLA/NPLF boards Governance Documents Review

Motion to accept the consent agenda, duly made by Mr. DeMarco and carried. Ms. Lukin abstained from the vote.

- IX. Board Comments:** Ms. Steele shared entries from the Children and Teen Services Department's "Why I Love My Library" interactive display.
- X. Executive Session to discuss a personnel matter**
- XI. Adjournment:** Motion to adjourn duly made by Mr. DeMarco and unanimously carried. The meeting adjourned at 9:11 PM.

Respectfully submitted,

Dana Getz
Secretary