

Incentives Committee

February 18, 2022

1. Roll Call

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| ✓ Stuart Auchincloss, Chair (U) | <input type="checkbox"/> Richard Swierat (D) (ex officio) |
| <input type="checkbox"/> Carla Taylor (P) | ✓ Rebekkah Smith Aldrich (Staff Liaison) |
| ✓ Rajene Hardeman (D) | ✓ Casey Conlin (Staff Liaison) |
| ✓ Jill Leinung (C) | |
| ✓ Mary Linda Todd (G) | |

2. **Chair's Comments:** Stuart noted the name of the committee focuses on the idea of incentivizing action by member libraries and encouraged committee members to think about what else the committee may be able to incentivize and to email him with ideas as they occur.

3. **Review of the Committee Charge:** The committee recommends no change to their committee charge at this time.

4. Review of the State Aid for Library Construction Program

- a. MHLS staff provided an overview of the program, application process, and the roles of the MHLS Staff, Incentives Committee and MHLS Board.
 - b. The Committee members reviewed the 2021 Funding Priorities. They recommend no changes to the current priorities. Committee Member Hardeman moved, and Committee Member Leinung seconded a motion to recommend that the priorities remain the same for 2022. This motion passed unanimously.
 - i. **ACTION:** The Committee recommends no changes to the current priorities for 2022. (attached)
 - c. The committee members reviewed the 2021 definition of an “economically disadvantaged community.” Libraries that serve communities that meet this definition are eligible for a reduced match opportunity through the aid program. Committee Member Todd moved, and Committee Member Leinung seconded a motion to recommend the following definition. The motion passed unanimously. Therefore, the committee is recommending a simplified definition for 2022.
 - i. **ACTION:** The Committee recommends the following definition of an “economically disadvantaged community”: A political subdivision within which the percentage of the population living in poverty is equal to or greater than the New York State average as demonstrated by federal census data.
 - d. The committee members reviewed the Plan for Application Review Process.
5. The committee members reviewed the policy on conflict of interest as it applies to the work of the committee on the State Aid for Library Construction Program. The long-standing practice has been that if a committee member also serves on the board of a library that applies for the State Aid for Library Construction Program that they need to

Committee Charge: Responsible for the continuing review of the MHLS grants program. Presents its recommendations for the following year's grants program to the board prior to the review of the next year's budget.

recuse themselves from the entire review process. The committee recommends that the Bylaws, Policies and Procedures formalize this policy this year to ensure it is applied fairly.

6. The committee members reviewed the [Mileage Equalization Program](#): This program was suspended in 2020 and 2021 due to the fact members are not traveling for MHLS meetings or workshops during the pandemic. Funds are in the 2022 budget in preparation for the re-introduction of in-person meetings.
7. The committee members reviewed of the MHLS New York Library Association (NYLA) Annual Conference Attendance Grants: This program has been offered once, in 2019. It was suspended in 2020 and 2021 due to the fiscal constraints caused by the state funding situation. Funds have been allocated for this program in 2022 (\$2,500). This program provides matching grants between \$250-\$500 up to a total allocation of \$2,500. New library directors and new library staff members are eligible. This grant provides reimbursement for conference registration fee, travel to and from the conference, and/or accommodations and per diem costs. The committee will reconvene in June to review grant applications and recommend awards.

The meeting was adjourned at 4:02pm