

# Incentives Committee

March 1, 2021

## Agenda

### 1. Roll Call

- ✓ Stuart Auchincloss, Chair (U)
- ✓ Priscilla Goldfarb (P)
- ✓ Rajene Hardeman (D)
- ✓ Jill Leinung (C)
- ✓ Mary Linda Todd (G)
- ✓ Ric Swierat (D) ex officio
- ✓ Rebekkah Smith Aldrich (Staff Liaison)
- ✓ Casey Conlin (Staff Liaison)

2. **Chair's Comments:** Mr. Auchincloss reviewed the origin of the committee's name, focusing on the intent behind the word "incentives," noting that our administration of grant programs helps to incentivize member libraries to "do good things," such as increasing access to library services, ensuring facilities are more accessible to people with disabilities, and energy efficient as well as helping to level the playing field through the mileage reimbursement program and the NYLA Conference Attendance Grant.

### 3. Review of the Committee Charge

- a. The Committee reviewed their charge and agreed it accurately reflects what they are working on:  
*"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."*
- b. The Committee discussed how their charge intersects with the board's commitment to equity, diversity, and inclusion (EDI), noting where they have already done work in this area to ensure equity among member libraries and in facilities to enable member library to serve all equitably. The Committee agreed to continue to consider how they administer programs through an EDI lens.

### 4. Review of the State Aid for Library Construction Program

- a. Ms. Aldrich provided an overview of the program, application process, and the roles of the MHLS Staff, Incentives Committee and MHLS Board.
- b. The Committee reviewed the results of a survey taken by member library directors to assess the current funding priorities. The Committee found that the results reinforce that the current priorities reflect member library expectations.
  - i. **ACTION ITEM:** The Committee recommends no changes to the current priorities.
- c. The Committee reviewed the current definition of an "economically disadvantaged" community and agreed to revisit this definition once the 2020 Census data is available.
  - i. **ACTION ITEM:** The Committee recommends no changes to the current definition.
- d. The Staff reviewed the application review process. The Committee agreed to follow the process utilized last year.

- i. The Committee discussed a concern of the staff related to member-initiated negotiations once award recommendations have been made by the MHLS Board. Ms. Hardeman moved, and Ms. Goldfarb seconded, a motion to direct MHLS staff to inform member libraries that award recommendation made by the MHLS Board are final based on the total project scope presented in their application and directed staff to alert member libraries to the amendment procedures with the Division of Library Development once their grants are officially approved.
5. Ms. Aldrich reviewed the Board policy on conflict of interest as it applies to the work of the committee on the State Aid for Library Construction Program, noting that any member of the committee that also serves on the board of a member library that plans to apply for funds from this program for the year would need to recuse themselves from the work of the committee in this area.
6. The Committee reviewed the [Mileage Equalization Grant Program](#), a program suspended in 2020 and for 2021 due to the fact members are not traveling for MHLS meetings or workshops during the pandemic
7. The Committee reviewed the MHLS New York Library Association (NYLA) Annual Conference Attendance Grants, a program suspended in 2020 and 2021 due the fiscal constraints caused by the state funding reductions and uncertainty. The Committee recommends this grant program be brought back in 2022.