

Incentives Committee Meeting

Tuesday, July 2, 2019 | 10:00am

1) Roll Call

- ✓ Richard Swierat, Chair (D)
- ✓ Stuart Auchincloss (U)
- ✓ Sharon Davis (C)
- Priscilla Goldfarb (P) [excused]
- ✓ Mary Linda Todd (G)
- Mark Wilson (ex officio) (C)
- ✓ Rebekkah Smith Aldrich (Staff Liaison)
- ✓ Casey Conlin, MHLS (Staff Liaison)

2) **Chair's Comments:** Mr. Swierat noted:

- a) The NYS Legislature has restored the \$20 million cut from the State Aid for Library Construction program by the Governor. The restoration bill is not final until the Governor signs it into law. MHLS staff will update the Committee on any developments on that front.

3) **NYLA Conference Scholarship**

- a) As this is the first year of this scholarship program MHLS staff reviewed the stated parameters of the program which include providing up to \$2,000 in scholarship funds for library directors and/or member library staff who have been in their roles for three years or less. This is a matching program with libraries agreeing to locally match scholarship funds awarded by MHLS. Maximum grant award: \$500.
- b) For 2019: Six libraries have applied for a total of \$2,138.
- c) Committee members were provided with the applications and a scoring worksheet prior to the meeting. They each shared their scores and came to consensus on how to rank the applications, they decided to use a process that follows the successful pattern used for many years to administer the State Aid for Library Construction program:
 - i) Their goal is to provide funding to all eligible applicants
 - ii) The worksheet helped the committee score the applicant's answers to the three required questions.
 - iii) Scores were averaged and then worked into tiers to apply the available funds in a weighted approach that ensures all eligible applicants receive funds in a fair manner.
 - iv) MHLS staff were tasked to develop a mathematical formula to distribute the funds as directed.

- v) The Committee members reviewed this year’s process and made the following recommendations for 2020:
 - (1) Review the applications with identifying information redacted to avoid any favoritism as we do with the construction applications.
 - (2) Prioritize applications in 2020 that would benefit:
 - (a) Libraries that were not awarded funds in 2019
 - (b) New library directors
 - (3) Expand the second question in the personal statement requirement related to how attendance at the conference will align with personal professional development goals
 - (4) Require a brief write-up of key takeaways at the conference to be shared out to the MHLS community.

- vi) The Committee recommends that this program be continued in the coming years and would welcome the allocation of additional funds in the 2020 budget for this program.

- vii) **BOARD ACTION ITEM:** The Committee’s recommendations for the 2019 NYLA Scholarship program are as follows and will be an action item at the July 2019 Board meeting:

Library	Recommended Scholarship Award Amount
Amenia Free Library	\$465
D.R. Evarts Library (Athens)	\$233
Brewster Public Library	\$440
Chatham Public Library	\$246
Town of Esopus Public Library	\$221
Marlboro Free Library	\$394

4) State Aid for Library Construction Program

- a) Committee reviewed the timeline and activities for their work to review and rank the applications for the upcoming grant cycle.

5) **Public Comment:** None.

6) **Other Items:** None.

Meeting adjourned at 12:00pm

INCENTIVES COMMITTEE: 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.