



September/October 2021

Trustee Newsletter

www.flls.org

Welcome

We're excited to bring back our Trustee Newsletter. Every other month, we'll be sending an e-newsletter so trustees can stay up-to-date on key issues affecting their libraries. You'll also find information on upcoming trainings and workshops as well as highlights on important sections of the [Handbook for Library Trustees of New York State](#).

The Finger Lakes Library System is a rich resource for libraries and boards, providing guidance on policy writing, strategic planning, director evaluation, budget and financial reviews, referendum planning, advocacy, and more. If you or your board need help with any of these or other matters please reach out to us at 607-273-4074 or email anytime.

Thank you for your commitment to your community and your library.



September means back-to-school and [Library Card Sign up Month](#).



Boards have three options for conducting their meetings until January 15, 2022: in person, hybrid, or all virtual.

Open Meetings Law Relaxed

Governor Hochul included a relaxation of [Open Meetings Law](#) in the recent evictions moratorium. Your boards may meet virtually until January 15, 2022 (may be further extended). Boards can also choose to meet in person or run a hybrid meeting. Regardless, the public must be allowed to attend virtually or in person. Meetings must be recorded and transcribed at a later date.

Here are some key things to remember:

- Has the meeting been publicly announced one week in advance?
- Has the location (in person or virtual) been made available to the public?
- Is the meeting agenda available to the public?

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Ask the HR EXPERT

These services are made available to our member libraries by the [South Central Regional Library Council](#).

Questions...and Answers!

If your board or library has a question, chances are someone has already asked it. While FLLS does not provide legal advice, we do recommend bookmarking these links for reference on a variety of legal and human resource issues libraries encounter.

[Ask the Lawyer](#) is a service staffed by Buffalo attorney Stephanie ("Cole") Adams who has extensive experience with the issues facing information professionals.

[View all COVID-19 related questions](#) in the Ask the Lawyer database.

[Ask the HR Expert](#) offers advice on employee relations, policies, and more.

FLLS Annual Meeting

Our system Annual Meeting will be held virtually again this year on Friday, October 15. We'll be sending the link in an upcoming email.

HERO Act

As of September 5, 2021 all libraries (except municipal libraries) should have their Airborne Infectious Disease Exposure Prevention Plan in place. Different from your library's re-opening plan, this plan is designed to protect your staff and should be posted in your building.

On September 6, 2021, Governor Kathy Hochul announced the designation of COVID-19 as an airborne infectious disease under the HERO Act. This designation requires all employers to implement workplace safety plans. Templates and standards are available at: <https://dol.ny.gov/ny-hero-act>. Keep in mind this is a living document that may need to be amended.

Minimum Standard: Open Hours

Starting January 1, 2022, curbside/contactless pickup or access to a library lobby only will not count toward your minimum standard for library hours. Hours will be counted only for full access to your library buildings. You may still offer curbside or other types of contactless pickup, but it cannot take the place of your minimum scheduled hours.

Your minimum hours are based on your [service area's population](#). You may be open more than your minimum required hours, just not less. If any library feels that this requirement of minimum standard for hours will impact their library, please contact us.

Trustee Handbook Book Club

Join co-authors of the [Handbook for Library Trustees of New York State](#) Jerry Nichols and Rebekkah Smith Aldrich for this fun and informative series! Each month trustees are encouraged to read a chapter of the Trustee Handbook and send in questions that the authors will address at live events later this year.

Trustees and Directors from all public library systems in New York State are welcome.

Tuesday, October 19, 2021 from 5:00-6:30pm:
Duties & Responsibilities | [Register Here](#)

Tuesday, November 16, 2021 from 5:00-6:30pm:
Library Board Meetings | [Register Here](#)

Tuesday, December 14, 2021 from 5:00-6:30pm:
Personnel | [Register Here](#)

