

METROPOLITAN NEW YORK LIBRARY COUNCIL

Thursday, May 22, 2025

10:00 AM - 12:00 PM

Location: Virtual via Zoom

Minutes

Present: Nick Buron, Stephen Bury, Karen Fairbanks, Terry Kirchner, Caryl Matute, Leah Meisterlin, Jesse Montero, Marie Østergård, Kameelah Rasheed

Not Present: Nicholas Higgins, Patricia Hswe, Melissa Jacobs

Staff: Nate Hill, Shelly Mohammed

Nick Buron brought the meeting to order at approximately 10:03 am.

Minutes:

Buron motioned to accept the minutes from the 03/13/2025 board meeting. Leah Meisterlin moved, Terry Kirchner seconded. The board voted unanimously to accept the minutes.

President's Update: Buron thanked METRO staff for providing valuable updates regarding the Library Field. Buron shared updates from the Institute of Museum and Library Services (IMLS), noting it remains the largest source of federal funding for library aid in the United States—\$8 million allocated to New York State alone, with additional grants available to individual libraries. Staff are gradually returning to in-office work, and previously paused grants are now being reinstated. Updates from the American Library Association (ALA) were also shared.

Finance Update:

Stephen Bury reported that some funds were moved from Certificates of Deposit (CDs) to cash equivalents in anticipation of expenses related to the Library Field closure. This accounts for the decrease in CD holdings and the increase in cash on the Statement of Financial Position, which overall remains strong. He noted that the income and expense statement reflects a positive development: investment income has rebounded and is now back on track. Additionally, the board decided to allocate more funding toward digitization grants, recognizing the growing importance of that area.

Agenda Items:

Buron motioned to revise the reimbursement policy, giving staff **60 days** from the date of an expense to submit for reimbursement. After 60 days, reimbursement requests will no longer be eligible. Jesse Montero, moved, Caryl Matute seconded. The board voted unanimously to revise the reimbursement policy, giving staff **60 days** from the date of an expense to submit for reimbursement.

Buron motioned to update METRO bylaws to reflect new brand identity. Moved by Marie Østergård and seconded by Karen Fairbanks, the board voted unanimously to update METRO bylaws to reflect new brand identity.

Executive Director's Report:

- Annual Meeting is June 17, 2025 at the Center for Brooklyn History, with a keynote from artist Tega Brain.
- The [Digitization Grant cycle](#) closes May 16th.
- The [Continuing Education](#) grant cycle ends May 28th.
- Renewed delivery contract for the next 3 years.
- We have a grant supporting collaboration between METRO, Denmark, Korea, and a few others: Libraries and the Green Transition.
- Archipelago updates.
- Programs and Events updates.
- Cross-Reference Coalition Fall 2025 Call for Applicants is [LIVE](#).
- Library Field updates.

The meeting was adjourned at 11:01 am

2025 Board Meeting Dates:

Friday, July 25, 2025 (3:00 pm - 5:00 pm)

Thursday, October 2, 2025 (10:00 am - 12:00 pm)

Friday, December 5, 2025 (3:00 pm - 5:00 pm)