

**Ogden Farmers' Library Board of Trustees Meeting**  
**Minutes for January 19, 2023**

**Present:**

Alex Hinkley (Pres.)  
Linda Tague (VP)  
Susan Reeves (Secretary)  
Laura O'Donnell  
Kathleen Britton  
Amy Holko  
Sharon Stevens

**Excused:**

Nick Messoloras (Treasurer)

**Also Present:**

John Cohen – Library Director

**1. Call to Order / Agenda Changes**

Alex called the meeting to order at 6:30pm. No additions to the agenda were required.

**2. Action on Minutes from November 2022:** ONE change was required.

- a. **Review of Annual Report:** MOTION: to Leave the Annual meeting was amended to change the name from Katherine to Kathleen.

MOTION: to accept the Minutes with change made by Sharon, seconded by Linda was unanimously approved.

**3. Public Comments:** none

**4. Correspondence:**

- a. An Email was received from a Patron who wants us to unofficially reconsider a Froggy book. John said that Steve will craft a response to the patron and that any official process will be followed if needed.

**5. Friends Report:** (Linda) –

- a. The Friends are still looking for someone to fill the vacated Treasurer position. The next meeting is scheduled for January 23<sup>rd</sup>.

**6. President's report:** (Alex) - none

**7. Treasurer's Report:** (Alex) communicated information provided by Nick.

a. **Discussions included:**

- Balance sheet - 2022 ended with Total assets \$1.138M. Chart shows 2022 in line with 2021.
- P&L - Income was within 1% of budget. Expenses were 3% favorable to budget with underspend driven by areas like personnel and materials. No new notable variances that we haven't already discussed.
- Warrants presented nothing unusual – staff development expenses included food, credit card includes John's conference expenses, and there were reimbursements for some staff purchases.

MOTION: to approve paying the Warrants made by Kathleen, seconded by Linda was unanimously approved.

**8. Directors Report:** (John)

- The Director's and Librarians' complete reports are included in January Board packet
- Statistics for 2022 show Circulation is in line with 2021, Door Count seems to be reaching 2019 (last normal year) levels and Program Attendance is rebounding well.
- We have a toilet paper thief. John followed up with the Ogden police.

- John is looking into hosting AARP Tax-Aide at the Library. There may be scheduling issues regarding building availability.

- a. Personnel Report: John requested the Board to approve the hiring of Sadie Peers.

MOTION: to approve the hiring of Sadie Peers made by Susan and seconded by Laura, was unanimously approved.

#### 9. Unfinished Business:

- a. Board Recruitment

- Facebook and social media have not generated any interest.
- Suggested to post on bulletin board.

- b. How to proceed with policy review

- Upcoming policies will be more complicated. It was decided to send out to Board in advance for review before next meeting.

#### 10. New Business:

- a. Reappointment of Trustees with expiring terms

- i. Kathleen, Laura and Linda have agreed to serve additional 3 year terms expiring 2026.

MOTION: to approve Kathleen made by Amy, seconded by Laura was unanimously approved.

MOTION: to approve Laura made by Amy, seconded by Kathleen was unanimously approved.

MOTION: to approve Linda was made by Amy, seconded by Laura was unanimously approved.

- b. Contract with the town

MOTION: to approve Alex signing contract made by Linda, seconded by Amy was unanimously approved.

- c. Tummonds fund document

MOTION: to approve Alex and John's signing the Tummonds fund document made by Amy, seconded by Sharon was unanimously approved.

11. Public comments – none

12. Educational segment – there is a new NY State 2023 requirement of 2 hours per year of continuing education for Board members.

13. Executive session - none

14. MOTION: to Adjourn at 7:16pm made by Amy, seconded by Linda was unanimously approved.

#### Upcoming meetings:

**Board of Trustees Meeting will be Thursday, February 16, 2023 at 6:30pm in the library meeting room.**