

Final: Ogden Farmers' Library Board of Trustees Meeting

Minutes for June 16, 2022

Present:

Alex Hinkley (Pres.)
Nick Messoloras (Treas.)
Linda Tague (VP)
Laura O'Donnell (Sec)
Kathleen Britton
Sharon Stevens

Excused:

Joe Vaccarella
Amy Holko
Jimmie Sue Deppe

Also Present:

John Cohen – Library Director
Steve Toms – Town Liaison

1. Call to Order/Agenda Changes: President Alex Hinkley called the meeting to order at 6:31 p.m. The agenda did not have any changes.

2. Minutes from May 19, 2022: No changes to the minutes were required.

MOTION to accept the Minutes was made by Kathleen and seconded by Nick; the motion was carried unanimously.

3. Public Comments: No public comments. The BOT members commented on the outstanding social media updates by Library employees.

4. Correspondence: None

5. Friends Report: The next meeting will be held on July 25 with a program to follow.

6. President's Report: President Hinkley: Alex welcomed the BOT to the first in-person meeting after COVID restrictions.

7. Treasurer's Report: Treasurer Messoloras

- Trending of the total assets was the same as in previous years.
- Need to review:
 - The Morabito Foundation Income was higher than expected. There may have been an extra payment.
 - The System Services Cost Expense line needs to be reviewed.
- Need to review the Systems Services Cost Expense line
- Profit & Loss Budget vs. Actual- The total 8063 for the Simple IRA variance should not be a double negative.
- Total Expenses were close to budget amount.
- Nick will be absent for the August and September meetings. He will send his reports to the BOT prior to each meeting.

MOTION to approve paying the Warrants was made by Sharon and seconded by Linda; the motion was carried unanimously.

8. Director's Report:

- a. Personnel Report: The search for a new page will begin right away.

9. Unfinished Business

a. Ongoing policy review- The animal policy has been renewed for this year.

MOTION to approve the animal policy without changes was made by Linda and seconded by Sharon; the motion was carried unanimously.

b. Format of LRP reviews – The Auditors will meet with the BOT in August to review the results of the Audit. The BOT will receive the results prior to the meeting.

10. New Business

a. Items that arose during the initial audit (New policies, new Procedures)

- New policies include: Conflict of Interest, Depreciation, Disaster Recovery as well as other preliminary audit results.

b. Format of review of audit results

11. Public Comments:

- Discussion regarding the need for a depreciation policy. The Library does not have capital items to depreciate.
- Business Continuity should also be included in the Disaster Recovery Policy

12. Educational Segment: Pride Month

13. Motion to Adjourn: MOTION to adjourn was made by Nick and seconded by Linda; the motion was carried unanimously. The board adjourned at 7:23 p.m.

Submitted by Laura O'Donnell, Secretary.

Next meeting: Thursday, August 18, 2022 at 6:30 p.m. in the Library Meeting Room.