

DRAFT: Ogden Farmers' Library Board of Trustees Meeting

Minutes for October 17, 2019

Present:

Alex Hinkley (Sec.)
Nick Messoloras (Treas.)
Joe Vaccarella (Pres.)
Stacey Martin (V.P.)
Linda Tague
Shery Walker
Joe Rivers
Amy Holko

Excused:

Kim O'Connor

Also Present:

John Cohen – Library Director
Tom Cole – Town Liaison

1. Call to Order: President Joe Vaccarella called the meeting to order at 6:28 p.m. No changes were made to the agenda.

2. Minutes from September 19, 2019: MOTION to accept the Minutes was made by Shery and seconded by Linda; the motion was carried unanimously.

3. Public Comments: None

4. Correspondence: There was a Facebook comment from a new resident who attended the Ghost Stories event and enjoyed it.

Town Supervisor Gay Lenhard also received a complaint letter about the kid's area of the library being outdated. John called the resident, who is going out of town, but will speak to them again. John also spoke to Children's Librarian Anne Strang who did agree the children's area computer is old and should be replaced.

5. Friends Report: Included in board packet. The book sale is on and will be held as scheduled on October 22 - 26, 2019.

6. President's Report: President Vaccarella reminded the board to have John's evaluation completed and sent to Kim O'Connor for finalization prior to next month's meeting. Officer elections will also be held next meeting, so board members should consider any positions they are interested in. Joe also mentioned that Ogden Farmers' Library should consider hosting the trustee get-together sometime early next year (likely February, March, or April).

7. Treasurer's Report: Income is about \$9,000 over what was estimated in the budget. State Aid is higher than expected which John thinks may actually just be something that was placed in the wrong category (but would still be income). Expenses are roughly \$27,000 under budget, mainly driven by lower than expected costs in personnel and e-books.

Amy asked why the audit cost more than expected, which John stated was likely due to it requiring more time than initially thought. Amy asked if the engagement letter from the auditor quoted a price on what it originally was going to cost. John did not think it did but would double-check.

The cost of the new television set above the circulation desk is so high because it is a commercial grade television that was made specifically to be turned on for longer periods of time.

MOTION to approve paying the warrants was made by Shery and seconded by Nick; the motion was carried unanimously.

8. Director's Report: Video games are now limited to have five games checked out system-wide at any given time due to an on-going problem with theft at some libraries. A serial masturbator has been officially banned from all MCLS libraries and staff has been instructed to call the police immediately if he is seen on premises.

a. Personnel Report: Kimberly Wake has been hired as a substitute clerk.

MOTION to approve the hiring was made by Alex and seconded by Shery; the motion was carried unanimously.

9. Old Business:

a. Policy Review: Bulletin Board Policy: MOTION to approve the bulletin board policy with no changes was made by Linda and seconded by Shery; the motion was carried unanimously.

b. Budget 2020: John gave the final version of the 2020 Budget to the board for review and to vote on next meeting.

c. Auditor's Report: Linda asked about the summary of recorded audit adjustments which Amy explained.

MOTION to accept the auditor's report was made by Shery and seconded by Nick; the motion was carried unanimously.

10. New Business:

a. Long-term Plan Review: John went over the library's long-term plan and detailed what has been accomplished, what is still being worked on, and what ended up being an unrealistic/unattainable goal. One highlight is that programming attendance and the number of total programs have both gone way up since the plan's inception.

Stacey left the meeting at 7:45 pm.

John stated that he is now gathering information needed to update the long-term plan for next year.

11. Informational Item: None

12. Executive Session: None

13. Public Comments: None

14. Motion to Adjourn: MOTION to adjourn was made by Shery and seconded by Nick; the motion was carried unanimously. The board adjourned at 8:01 p.m.

Submitted by Alex Hinkley, Secretary.

Next meeting: Thursday: November 21, 2019 at 6:30 p.m. in the Library Meeting Room.