

# Ogden Farmers' Library Board of Trustees Meeting

## Minutes for November 21, 2019

### Present:

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

### Excused:

None

### Also Present:

John Cohen – Library Director  
Tom Cole – Town Liaison

**1. Call to Order:** President Joe Vaccarella called the meeting to order at 6:30 p.m. The date listed on the agenda was corrected to read November 21, 2019 and an Execution Session was added to the agenda as Item #13.

MOTION to accept changes to the agenda was made by Shery and seconded by Kim; the motion was carried unanimously.

**2. Minutes from October 17, 2019:** MOTION to accept the Minutes was made by Shery and seconded by Joe R.; the motion was carried unanimously.

**3. Public Comments:** None

**4. Correspondence:** None

**5. Friends Report:** Included in board packet. The Friends are still looking for a new Treasurer.

**6. President's Report:** President Vaccarella stated that the January agenda should include an item to decide exactly when the MCLS trustee get-together will be held (likely in April), which should also include a tour of the library.

**7. Treasurer's Report:** Assets are currently at \$1.17 million which is little change from the \$1.18 million from last month. Expenses continue to trend favorably at 73% of the FY19 budget, whereas at this point in the year it would be expected to be at 83% of the budget. Driving categories continue to be personnel and e-books. John mentioned the reason e-book purchasing is down from expected is due to a training issue which has been remedied.

President Vaccarella introduced the idea that we should reduce the number of bank accounts by utilizing funds with designated named accounts for their actual expenses (e.g. Genealogy accounts to be used for the Ancestry membership or Technology Fund to upgrade computers, etc.).

Alex asked John about how the cookbook sales were doing. John stated he would email sales numbers to the board.

**ACTION ITEM FOR JOHN** John to bring the Morabito quarterly report to the next meeting for board review.

MOTION to approve paying the Warrants was made by Joe R. and seconded by Nick; the motion was carried unanimously.

**8. Annual Meeting:** MOTION to move into the annual meeting was made by Linda and seconded by Alex; the motion carried unanimously.

**2020 Board Officers:**

President – Alex  
Vice President – Stacey  
Treasurer – Nick  
Secretary – Joe R.

The board approved the day after Christmas being added to the list of library closure dates in 2020 (falls on a Saturday).

MOTION to accept the annual meeting was made by Shery and seconded by Linda; the motion carried unanimously.

MOTION to leave the annual meeting was made by Amy and seconded by Kim; the motion carried unanimously.

**9. Director's Report:** M&T Account authorized signers will need to be updated after the election of new officers.

John spoke about a patron who complained about the staff being too noisy and said he spoke to the staff about this.

Nick asked John if he had been able to get in touch with the patron who previously mentioned the children's area was outdated. John said that after several attempts, he had not been able to get in contact with them, however, the puppets have since been replaced and the computer will be replaced soon.

John reported on the missing Empire Pass and stated that the individual has had a fine added to their library account for the lost pass. That pass is not being renewed.

MCLS is discussing whether or not to do auto-renewals.

John spoke briefly about the library's story time being moved off the main stage at Christmas on the Canal this year.

**a. Personnel Report:** Mary Walker resigned as clerk on 10/20/19/ Kimberly Wake was hired to fill the position on 11/14/19.

MOTION to approve the Personnel Report was made by Shery and seconded by Kim; the motion was carried unanimously.

**10. Old Business:**

**a. Budget:** Line item 6190 – State Aid has been budgeted at \$0 as John is not confident any aid from the State will be received next year. Linda asked about line item 6200 – Grant Income and whether there might be ways to obtain more grants. John stated that it was difficult to be awarded grants as creative ways to use the funds need to be applied but he would work on it.

President Vaccarella asked about line items 8065 – Equipment and 8265.1 – Hardware being projected to be higher than what was actually spent last year. John explained how old tables would need to be replaced and thus account for the increased costs.

MOTION to accept the 2020 Budget was made by Alex and seconded by Nick; the motion carried unanimously.

**11. New Business:** None

**12. Informational Item:** John talked about how e-books compare to physical books and the MCLS-wide boycott of Macmillan Publishers due to new e-book licensing policies.

**ACTION ITEM FOR JOHN** Add e-book circulation numbers to the statistics reports.

**13. Executive Session:** MOTION to enter Executive Session to discuss a personnel matter was made by Linda and seconded by Joe; the motion was carried unanimously. The board entered Executive Session at 7:43 p.m. John left the room. Tom left the meeting.

MOTION to leave Executive Session was made by Amy and seconded by Alex; the motion was carried unanimously. The board left Executive Session at 8:22 p.m. John returned to the meeting.

MOTION to give John a four percent on salary raise was made by Linda and seconded by Kim; the motion was carried unanimously.

**14. Public Comments:** None

**15. Motion to Adjourn:** MOTION to adjourn was made by Amy and seconded by Stacey; the motion was carried unanimously. The board adjourned at 8:27 p.m.

*Submitted by Alex Hinkley, Secretary.*

**Next meeting: Thursday: January 16, 2020 at 6:30 p.m. in the Library Meeting Room.**