

# Ogden Farmers' Library Board of Trustees Meeting

## Minutes for April 16, 2020 - VIA ZOOM

### **Present:**

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

### **Excused:**

Alex Hinkley (Pres.)

### **Also Present:**

John Cohen – Library Director

**1. Call to Order:** Treasurer Nick Messoloras called the meeting to order at 6:31 p.m. No changes were made to the agenda.

**2. Minutes from February 20, 2020:** No changes are needed.

MOTION to accept the Minutes was made by Linda T. and seconded by Amy H.; the motion was carried unanimously.

**3. Public Comments:** None

**4. Correspondence:** None

**5. Friends Report:** No friends report was presented as the Friends have been inactive due to the COVID-19 pandemic and state wide social distancing mandates.

**6. President's Report:** None

**7. Treasurer's Report:** Assets through the month of February are similar to 2019. Income has been slightly higher than plan because the "auto-renewal" program did not move forward as the board discussed during the February Board Meeting. Variances in payroll are due to timing between the submittal of payroll and the printing of the P&L.

MOTION to approve paying the Warrants was made by Shery W. and seconded by Amy H.; the motion was carried unanimously.

**8. Director's Report:** The Library has been officially closed since the state wide mandate that all non-essential businesses reduce their on-site workforce by 100%. John C. has been checking on the building itself several times per week. Several staff members have been maintaining the online presence and have been working to expand the ebook collection to help serve our patrons during the statewide pause. As of April 16<sup>th</sup> the statewide shutdown will last until at least May 15, 2020.

**a. Personnel Report:** Nothing to report.

**9. Old Business:** None

**10. New Business:**

**a. Corona Virus Response:** John C. advised the board that permanent changes in everything from funding to everyday operations will likely be impacted by the current pandemic; however very few details are available while the state is on “pause”. Masks will be sourced for employees as soon as they become available. Ebook vs. physical book costs will not follow budget due to the physical closure of the library. The Long Range Plan will be delayed; most likely until next year if permissible by MCLS. A specific “Pandemic Policy” will need to be drafted.

**b.** The next board meeting will likely be held as a virtual meeting on Zoom. Details will be discussed and decided upon before the next meeting.

**c.** Previous to this meeting, the executive committee of the board approved continued payment of employees in the case of an emergency or other involuntary closure of the library. John C. now asked for a formal motion to continue to pay employees during this extended closure.

MOTION to pay staff during the extended closure until the next board meeting on May 21, 2020 was made by Amy H. and seconded by Shery W.; the motion was carried unanimously. The board has agreed to revisit and reassess at the next meeting.

**d.** The resignation of Kim O'Connor has left an open position on the board of trustees. A post will be made online that the position is open and will hopefully be filled in the near future, after the statewide “pause” has ended.

**11. Informational Item:** None

**12. Executive Session:** None

**13. Public Comments:** None

**14. Motion to Adjourn:** MOTION to adjourn was made by Linda T. and seconded by Shery W.; the motion was carried unanimously. The board adjourned at 7:08 p.m.

*Submitted by Joseph Rivers, Secretary.*

**Next meeting: Thursday, May 21, 2020 at 6:30 p.m. in the Library Meeting Room or via ZOOM.**