

Ogden Farmers' Library Board of Trustees Meeting

Minutes for June 18, 2020 - VIA ZOOM

Present:

Alex Hinkley (Pres.)
Nick Messoloras (Treas.)

Excused:

Joe Rivers (Sec.)
Amy Holko
Joe Vaccarella
Linda Tague
Shery Walker

Also Present:

John Cohen – Library Director
Tom Cole – Town Liaison

1. Call to Order: President Alex Hinkley called the meeting to order at 6:30 p.m. One change was needed to the agenda; the board must discuss and appoint a new vice president as Stacey Martin has resigned from the board.

MOTION to accept the change of agenda as noted above was made by Shery W. and seconded by Joe V.; the motion was passed unanimously.

2. Minutes from May 21, 2020: The minutes erroneously reported there was no Friends report for the May 21, 2020 board meeting. The minutes must be amended to correct this.

MOTION to accept the Minutes with the above noted change was made by Shery W. and seconded by Amy H.; the motion was carried unanimously.

3. Public Comments: None

4. Correspondence: John C. described several positive messages received from patrons regarding the current curbside pickup program.

5. Friends Report: The Friends leadership plans to meet in August with a whole body meeting on Monday, September 21 in order to discuss the annual book sale. John C. has informed the Friends that the conference room may not be available for any activities (including the book sale) as it is being used as a “quarantine room” as books are returned by patrons.

6. President's Report: During the state wide shutdown Governor Cuomo has made changes allowing virtual meetings of trustees. John C. will follow up with MCLS for guidance regarding our meetings as the state begins to reopen and COVID restrictions are relaxed.

7. Treasurer's Report: According to the balance sheet and Profit and Loss sheets provided with the board packet, financials are consistent with prior years. As some COVID restrictions have been relaxed the book keeper has been working to catch up with all financials.

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: Curbside operations have been going well with a few minor adjustments. Workers have begun to work a few hours and have been approaching their work with positive attitudes. The Long Range Plan has been put on hold as the minimum standards set forth by the state have been suspended for the current year.

a. Personnel Report: John C. is rehiring Sadie Peers as a page for the summer months.

MOTION to approve the rehire of Sadie Peers was made by Linda T. and seconded by Nick M.; the motion was carried unanimously.

9. Old Business:

a. Staff Pay: The board has voted to continue paying employees their full normal hours through the next few months until our next board meeting. Currently the Library is operating on reduced hours. A return to full hours is expected in August as long as all operations comply with state mandated guidelines. Employees who work their scheduled hours will receive pay for their full normal worked hours as previously approved by the board.

MOTION to approve the staff pay extensions as outlined above was made by Shery W. and seconded by Joe R.; the motion was carried unanimously.

b. Library Board Member Search: Notices to the public regarding the opening of a seat on the Library Board. One person has expressed interest and has applied for a board position. The application will be provided to existing board members within the next few days.

10. New Business:

a. Reopening to Patrons: As of July 6th, the library plans to reopen to patrons with limited services and hours of operation. Computers, toys, and other services that require or encourage people to congregate will remain unavailable in an effort to reduce the risk of spreading COVID-19 and/or other potential illnesses. Patrons without masks will be asked to leave the premises to ensure the safety of all patrons. John C. will continue to develop appropriate operating procedures to be in accordance with standards set forth by MCLS and the Town of Ogden.

b. Budget 2021: Preliminary discussions regarding the 2021 budget have been positive. According to town officials, cuts to the budget seem unlikely. John C. remains optimistic that the town will be able to provide an increase in budget as they have in previous years. The board will receive more information regarding the 2021 budget at the next meeting.

c. New Vice President: The resignation of Stacey Martin has left the Vice President position open. Upon discussion within the board, Shery Walker has volunteered to fill the position until the end of the year.

11. Informational Item: None

12. Executive Session: An Executive Session is needed to discuss staff compensation.

MOTION to enter executive session was made by Amy H. and seconded by Shery W.; the motion was carried unanimously at 7:29 p.m. John C. was invited to stay during the executive session.

MOTION to leave executive session was made by Shery W. and seconded by Nick M.; the motion was carried unanimously at 7:35 p.m.

13. Public Comments: None

14. Motion to Adjourn: MOTION to adjourn was made by Amy H. and seconded by Shery W.; the motion was carried unanimously. The board adjourned at 7:35 p.m.

Submitted by Joseph Rivers, Secretary.

Next meeting: Thursday, August 20, 2020 at 6:30 p.m. in the Library Meeting Room or via ZOOM.