

DRAFT: Ogden Farmers' Library Board of Trustees Meeting

Minutes for August 20, 2020 - VIA ZOOM

Present:

Shery Walker (V.P.)
Nick Messoloras (Treas.)

Excused:

Alex Hinkley (Pres.)
Amy Holko

Also Present:

John Cohen – Library Director
Tom Cole – Town Liaison

Joe Rivers (Sec.)
Joe Vaccarella
Linda Tague

Laura O'Donnell

1. Call to Order: Vice President Shery Walker called the meeting to order at 6:30 p.m. No changes are needed to the agenda.

2. Minutes from June 18, 2020: No changes to the minutes are needed.

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

3. Executive Session: An executive session is needed to discuss a new board member.

MOTION to enter Executive Session was made by Shery W. and seconded by Joe R.; the motion was carried unanimously at 6:33 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 Joe R.; the motion was carried unanimously at 6:35 p.m.

MOTION to accept Laura O'Donnell as a board member was made by Joe V. and seconded by Nick M.; the motion was carried unanimously .

4. Public Comments: None

5. Correspondence: During the previous month John C. received a written book challenge regarding the appropriateness of a teen book for her child. John explained the book is classified as “Teen” by the publisher and the appropriateness of any given book should be determined by the child's parent or guardian. John informed her she is free to address the board with her concerns; however he does not believe she will do so.

6. Friends Report: The Friends leadership plans to meet in September with a whole body meeting 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. Paula Yandow-Reilly indicated The Friends will try to find another location or postpone the sale until spring.

7. President's Report: None.

8. Treasurer's Report: According to the balance sheet and Profit and Loss sheets provided with the board packet, financials are mostly consistent with prior years. Personnel costs have been drastically

reduced as open hours have been reduced. The increased costs relating to COVID supplies has been largely offset with a reduction in other costs.

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

9. Director's Report: Daily routines have changed drastically due to COVID procedures as described within the Board of Trustees meeting packet. Thankfully, John has seen much more positivity regarding the situation as opposed to negativity. Only one Patron had an issue with the requirement that all people within the building wear masks. This person chose to leave the library before staff was able to present her with other ways the library could help her.

a. Personnel Report: As of August 28, 2020 Children's Librarian Anne Strang will be retiring. As of July 3, 2020 Tamie Banaszak has retired. As of June 22, 2020 Megan Snarr has left the employ of the library. As of August 13, 2020 Sadie Peers has completed her temporary summer employ to return to school. Michael Murtaugh has been rehired as a clerk as of July 6, 2020. Steven Shon has be hired as our new Children's Librarian as of August 24, 2020.

MOTION to approve the personnel changes as outlined above was made by Nick M. and seconded by Joe V.; the motion was carried unanimously.

10. Old Business:

a. Budget 2021: The budget process for 2021 has begun. The town of Ogden has agreed to a 2% increase in funding. John C. will keep the Trustees up to date with further budget planning.

11. New Business:

a. Contract with MCLS: The board was presented with the Document of Understanding Between Monroe County Library System and its Member Libraries that will be valid from January 1, 2021 and December 31, 2021.

MOTION to accept the contract with MCLS for the calendar year 2021 was made by Shery W. and seconded by Joe V.; the motion was carried unanimously.

b. Triggers for Risks: Board members were asked to brainstorm ideas regarding our financials in order to keep track of our budget and spending in the future. Nick M. has suggested establishing one or more financial triggers in order to be proactive and not reactive regarding our budget in the future.

12. Public Comments: None

13. Executive Session: John C. has requested an executive session to discuss staff compensation.

MOTION to enter executive session was made by Shery W. and seconded by Joe V.; the motion was carried unanimously at 7:21 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 7:25 p.m.

MOTION to rename the reading garden to the "Ms. Anne Reading Garden" was made by Linda T. and seconded by Shery W.; the motion carried unanimously at 7:25 p.m.

14. Motion to Adjourn: MOTION to adjourn was made by Joe V. and seconded by Shery W.; the motion was carried unanimously. The board adjourned at 7:26 p.m.

Submitted by Joseph Rivers, Secretary.

Next meeting: Thursday, September 17, 2020 at 6:30 p.m. in the Library Meeting Room or via ZOOM.