

DRAFT: Ogden Farmers' Library Board of Trustees Meeting

Minutes for August 23, 2018

Present:

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

Excused:

Amy Holko

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. Executive session on the agenda is not needed and was removed.

2. Minutes from June 21, 2018: Minutes were amended to change “NCLS” to “MCLS” in paragraph seven and to fix capitalization of “ShelterPoint” in paragraph ten.

MOTION to accept the amended Minutes was made by Adam and seconded by Kim; the motion was carried unanimously.

3. Public Comments: None

4. Correspondence: None

5. Friends Report: Included in board packet. Book sale will be held October 17-20, 2018.

6. President's Report: There will be another Library Trustee Get Together held at Brockport Library in the coming months. President Vaccarella will forward the email with details on the meeting to the rest of the board.

7. Treasurer's Report: Funds were moved from savings to checking to ensure sufficient liquidity. The Accounts Receivable line should not be reading as \$53 – John will investigate why it is reporting as this number erroneously. Petty Cash is also higher than what it should be. John believes the reason is because the bookkeeper might be increasing this number when petty cash is replenished but not debiting correctly.

ACTION ITEM FOR JOHN Look into what “Misc. Income” specifically is and why it is reporting as so high.

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

8. Director's Report: The booth at Canal Days was very successful. The Summer Reading program also did very well this year.

a. Personnel Report: No personnel changes.

9. Old Business:

a. Bylaws and Constitution: MOTION to accept the changed Bylaws and Constitution presented to the board for review during the June meeting with additional minor grammatical edits was made by Adam and seconded by Stacey; the motion was carried unanimously.

10. New Business:

a. 2019 budget: John stated that due to the growing costs of insurance and rising minimum wage, the library may need to ask for greater than a 2% budget increase from the Town of Ogden in the future.

i. John is proposing eliminating the hold fees for the upcoming year, with fees only being applicable if the held item is not picked up. The current draft of the 2019 budget reflects this proposal. It was noted that other libraries are already doing this. None of the board members disagreed with changing the hold fees in this manner.

11. Informational Item: None

12. Executive Session: None

13. Public Comments: None

14. Motion to Adjourn: MOTION to adjourn was made by Linda and seconded by Kim; the motion was carried unanimously. The board adjourned at 7:30 p.m.

Submitted by Alex Hinkley, Secretary.

Next meeting: Thursday: September 20, 2018 at 6:30 p.m. in the library meeting room.