

Minutes of Ogden Farmers' Library Board of Trustees Meeting on April 20, 2017.

Present: Scott Ferris (Pres.), Kim O'Conner (V.P.), Joe Vaccarella (Treas.), Amy Holko,

Adam Mancuso, Stacey Martin

Excused: Sara Snarr, Linda Tague, Shery Walker

Also Present: John Cohen, Library Director Tom Cole, Town Liason to the Library

1. Call to Order: President Scott Ferris called the meeting to order at 6:35 p.m.
2. Agenda: Motion to remove from April meeting agenda and move to May agenda items 9b. & 9c. related to the Acceptance of the Annual Report and Audit Results was made by Joe and seconded by Kim; the motion was carried unanimously.
3. Action on Minutes: Motion to accept April 20, 2017 minutes as presented was made by Amy and seconded by Joe; the motion was carried unanimously.
4. Public Comments: None
5. Correspondence: John reported that a donation was received in the name of Rosalind Krebs, a former story time volunteer.
6. Friends Report: The Friends are holding a tea on April 29, 2017 from 2-4 p.m. at the Ogden Baptist Church. The Friends council meeting will be held in May at the OFL. See attached written report for complete Friends Report.
7. President's Report: None.
8. Treasurer's Report: Joe reported that the Key Bank account shows an increase of approximately \$504,000 due to the receipt of funds from the town. Monthly operating expenses are running as expected. Donations are a slightly higher than expected, operating expenses are generally in line with the plan however salaries are lower than plan. Salaries are lower than plan due to a variety of reasons. John will follow up why medical benefits are running higher than the budgeted amount. Motion to approve paying the warrants was made by Stacey and seconded by Joe; the motion was carried unanimously.
9. Director's Report:
 - a. Personnel Report: No changes.
 - b. Budget passed with money for library funding. Positively impacts MCLS
 - c. Cost of new microfilm machine was covered by an anonymous donor
 - d. Chamber and Library co-sponsoring Taste of Ogden Event at OFL in August
 - e. No personnel changes
 - f. John will look into First Aide Training for Staff
10. Old Business:
 - a. Motion to appoint Linda Tague to another term as trustee was made by Kim and seconded by Joe; the motion was carried unanimously. Linda's term expires January 2022.
 - b. Policy Review-
 - i. Animal Policy- Policy reviewed and amendments recommended to change the word extend to extent and to add "certified" to therapy animals. Motion to approve animal policy with the aforementioned amendments was made by Kim and seconded by Stacey; the motion was carried unanimously.

- ii. Events Calendar Policy-Policy reviewed and considering current technology is no longer applicable. Motion to rescind policy was made by Adam and seconded by Joe: the motion was carried unanimously.
 - iii. Quiet Room Policy-Tabled until next meeting

 - c. 3D Printer Policy-tabled until next meeting.
 - d. Mission Statement recommendation-No change recommended at this time. John reported that after attending a program regarding mission statements that any change to the mission statement should involve a staff workshop, board input and consideration of the library's core values.
11. New Business:
- a. Motion made by Joe and seconded by Kim to move the November board meeting from the 16th to the 30th of November; the motion was unanimously carried.
 - b. Changes in Library Standards-Changes to minimum standards are being considered. OFL meets current as well as proposed changes. In the future more formal tracking of training may need to be implemented and specific topics, such as technology training, may be required. So far there is not a definition of "all public service staff". John will try to determine which staff these requirements will apply to.
 - c. Capitalization Policy-Freed Maxick proposed a revised fixed asset capitalization policy for OFL's consideration. Freed Maxick will be invited to a future meeting to discuss available options.
12. Informational Item: The Future of Library Design? John provided an interesting narrative of conceptual library designs of the future including various viewpoints of the future of libraries, the possibility of gamefying local libraries and the difficulties associated with providing and maintaining technology in a library setting,
13. Executive Session: None
14. Public Comments: None
15. Motion to Adjourn: Motion to adjourn was made by Joe and seconded by Kim; the motion was carried unanimously. The board adjourned at 8:03 p.m.

Submitted by Amy Holko

Next Meeting: Thursday, May 18, 2017 at 6:30 p.m.