

**Ogden Farmers' Library Board of Trustees Meeting  
Minutes for January 19, 2017**

**Present:**

Scott Ferris (Pres.)  
Amy Holko  
Kim O'Connor (V.P.)  
Linda Tague (Sec.)  
Joe Vaccarella (Tres.)  
Shery Walker

**Excused:**

Sara Snarr

**Also present:**

John Cohen, Library  
Director  
Tom Cole, Town Liaison  
to the Library

**1. Call to Order:** President Scott Ferris called the meeting to order at 6:33 p.m.

**Agenda Changes:** The date on the Agenda should be January 17, 2017 (not January 19).

**2. Minutes from November 17, 2016:**

Item #8: Remove second sentence in first paragraph ("The 2017 budget...").

Item #12e: At the end of the first paragraph, the sentence that starts with "The Trustees' evaluations..." is replaced with "After a short discussion, the board decided that the Director's evaluation will start right after the November meeting and will be completed by the first week in January." Also—removed the second paragraph in that section. MOTION to accept the minutes, with the changes, was made by Joe and seconded by Shery; the motion was carried unanimously.

**3. Public Comments:** None

**4. Correspondence:** John reported that the library received a compliment by phone. The school is holding a fund raiser (basketball game) and the elementary school teachers voted to give the money to the library.

**5. Friends Report:** Next meeting is Monday, January 23, 2017.

**6. President's Report:** None; however, the president asked that the board hold an Executive Session.

**Executive Session:** At 6:48 p.m., a MOTION to go into Executive Session was made by Amy and seconded by Kim; the motion passed unanimously. John and Tom were asked to leave the room. The board discussed a personnel issue. At 7:16 p.m., Amy made a MOTION to exit the Executive Session; it was seconded by Joe and passed unanimously.

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**7. Treasurer's Report:** Joe noted that the largest increase in the budget was for salaries. MOTION to approve paying the warrants was made by Shery and seconded by Joe; the motion was carried unanimously.

**8. Director's Report:** John stated that he has new goals as a result of his performance appraisal. Also—he has submitted a proposal to the NYLA conference to present a talk on the topic of working with mentally ill staff. He does not yet know if they have accepted it. Outreach: The library is co-sponsoring, with the Recreation Department, a program with a magician. Joe asked about the audit. John stated that the company asked about procedures in December and then checked on them in January. The “Suggestion Box” form will be revised and be made more readily available to patrons.

**8.a. Personnel Report:** Changes to the report:

- Due to the continued absence of Anne Marie Basille, the temporary positions of Kim Conzole, Shaun O'Neil, and Mary Walker were extended from 12/30/16 until 6/30/17.
- Anne Marie Basille has retired, effective 1/11/17.

MOTION to approve the Personnel changes was made by Kim and seconded by Shery; the motion was carried unanimously.

**9. Old Business**

**a. Librarians/overtime:** John directed the staff to not work overtime. The rule regarding overtime is in flux.

**b. Policy Review List:** The policies should be available online. John will schedule policies (put them on the meeting agenda) for our review.

**c. President's Day:** MOTION for the library to close on President's Day—Monday, February 20, 2017—was made by Shery and seconded by Amy; the motion passed unanimously.

**d. Board vacancies:** Scott asked “What do we need for the board?” John noted that it is always nice to have a lawyer on the board. We had two applicants for the two vacancies for the board: Adam Mancuso and Stacey Martin. Kim and Linda

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interviewed both candidates on January 2, 2017, and we recommended both candidates. They are library users and we felt that they will bring a different perspective to the board. A MOTION to nominate Adam Mancuso and Stacey Martin to the board was made by Amy and seconded by Shery; the motion passed unanimously. Kim will contact them and John will schedule an orientation with them.

**10. a. 3D Printer Policy:** Dacy Shute worked on this with John. Joe asked about how noisy the machine was and whether that would be an issue. John will check on this. It was noted that a user agreement needs to be created for the 3D printer. In addition, the policy needs to be corrected so that it says "3D" (rather than "3d") throughout the document.

ACTION ITEM FOR JOHN: John will check on the noise level of the 3D printer. Also, he will correct the policy and create a user agreement for the 3D printer to present to the board at the March meeting.

**b. Mission Statement:** The Mission Statement seems too long and outdated.

ACTION ITEM FOR JOHN: John will present a "punchier" mission statement at the March meeting for the board to vote on.

**11. Informational Item: Blockchain**

This is the "Internet of Trusted Transactions". Blockchain is the technology behind bitcoins. It eliminates the middleman in internet transactions. Libraies are middlemen.

**12. Executive Session:** None

**13. Public Comments:** None

**14. Motion to Adjourn:** MOTION to adjourn was made by Amy and seconded by Kim; the motion was carried unanimously. The board adjourned at 8:38 p.m.

Submitted by Linda Tague, Secretary.

**Next meeting: Thursday, March 16, 2017 at 6:30 p.m.**