

# DRAFT: Ogden Farmers' Library Board of Trustees Meeting

## Minutes for October 15, 2020 - VIA ZOOM

### Present:

Alex Hinkley (Pres.)

Nick Messoloras (Treas.)

Joe Rivers (Sec.)

Joe Vaccarella

Linda Tague

Amy Holko

Laura O'Donnell

### Excused:

### Also Present:

John Cohen – Library Director

Tom Cole – Town Liaison

**1. Call to Order:** President Alex Hinkley called the meeting to order at 6:42 p.m. No changes were needed to the agenda.

MOTION to vote on future motions by consensus rather than role call during this meeting was made by Linda T. and seconded by Nick M.; the motion was carried unanimously.

**2. Minutes from September 17, 2020:** No changes to the minutes are needed.

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

**3. Public Comments:** None

**4. Correspondence:** During the previous month John C. only received correspondence regarding book returns and the quarantining of books as they are returned.

**5. Friends Report:** The Friends are planning to have a Zoom meeting on Thursday, October 22 at 7 p.m. For all members

**6. President's Report:** None.

**7. 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 are still trending favorably. 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 Amy H.; the motion was carried unanimously.

**8. Director's Report:** John C. has informed the board that a new auditor has been assigned to the OFL. This should not change anything for the board or the operations of the library. During the directors report John informed the board that Steve, our new Children's Librarian, has been well received by patrons and is doing very well with the OFL.

**a. Personnel Report:** Nothing to report.

**9. Old Business:**

**a. Budget 2021:** The budget will be adjusted to better reflect expected spending on ebooks and materials.

**10. New Business:**

**a. Board Vice-President.**

MOTION to accept Linda T. as Vice President of the board was made by Amy H. and seconded by Nick M.; the motion was carried unanimously.

**b. Director's Evaluation:** John C. will provide the board with a self evaluation by October 21. The board will divide into groups to complete preliminary evaluations to be submitted to Alex H. by November 11. Groups will be as follows:

- Linda T. and Laura O. will evaluate Customer Service and Community Relations
- Joe V. and Nick M. will evaluate Financial Management, Legal Compliance, and Fund-raising
- Alex H. and Joe R. will evaluate Organizational Growth
- Alex H. and Amy H. will evaluate Administration and Human Resource Management
- All board members will evaluate the Board of Trustee Relationship

**c. Interviewing New Board Members:** Alex H. plans to reach out to perspective board member, Rae Mawn before the November Board Meeting.

**11. Public Comments:** None

**12. Executive Session:** None

**14. Motion to Adjourn:** MOTION to adjourn was made by Linda T. and seconded by Amy H.; the motion was carried unanimously. The board adjourned at 7:21 p.m.

*Submitted by Joseph Rivers, Secretary.*

**Next meeting: Thursday, November 19, 2020 at 6:30 p.m. in the Library Meeting Room or via ZOOM.**