

Ogden Farmers' Library Board of Trustees Meeting Minutes for September 21, 2017

Present:

Scott Ferris (Pres.)
Adam Mancuso
Kim O'Connor (V.P.)
Linda Tague (Sec.)
Joe Vaccarella (Treas.)
Shery Walker

Excused:

Amy Holko
Stacey Martin

Also present:

John Cohen,
Library Director

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

2. Minutes from July 20, 2017:

John asked what others had for the charge per gram of filament for the 3D printer. Kim stated she has 25¢ per gram in her notes. John said we will adjust this at the end of the year.

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

3. Public Comments: None

4. Correspondence: John said that downtown told him that someone sent a message to them about a positive interaction they had with our Director.

5. Friends Report: Included in board packet.

6. President's Report: None; however, Scott asked for an Executive Session.

Executive Session: The board went into Executive Session at 6:42 p.m.; John was asked to leave. The board discussed a personnel issue. At 6:52 p.m., John was asked to join the discussion. The Executive Session ended at 6:56 p.m.

7. Treasurer's Report: The amount \$1,143 under *1200 Accounts Receivable* was determined to be an incorrect entry from the previous bookkeeper and has been zeroed out.

ACTION ITEM FOR JOHN John stated that he will switch the Amazon Prime account from monthly to yearly.

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

8. Director's Report: Included in Board packet. Also—John stated that the summer programs were very successful and that numbers were up. He has everyone's self-evaluation and will have his evaluations completed by the October board meeting. Scott asked John to pass on to the staff the board's compliments on programming.

a. Personnel Report: MOTION to approve the Personnel Report concerning the resignation of Andrew Murtaugh was made by Shery and seconded by Kim; the motion was carried unanimously.

9. Old Business

a. Board terms: The MOTION to approve the proposed changes to the Library Board Member Terms was made by Adam and seconded by Shery; the motion was carried unanimously.

b. Personnel Handbook: MOTION to approve the "Personnel Policies and Procedures Handbook" with these changes: (1.) Removal of the word "tobacco" on page 11; and (2.) John will correct the language regarding Investment Benefit on page 17: was made by Joe and seconded by Shery; the motion was carried unanimously.

c. Hate Speech: John recommended dropping this policy unless it becomes an issue based on a Supreme Court ruling.

d. Budget Update: Note that the title of those pages in the board packet should read "Budget 2018" (not 2016). Joe and John will meet again before the October meeting to go over the budget. John noted that wages are increasing because the minimum wage is increasing and we will need to transfer more money from reserves. We currently have about \$120,000 in the reserves. John said it has been about eight years since the library was renovated. Painting could come from the Building Fund. Some carpet squares are peeling.

10. New Business

a. Board Member Search: It would be good to have someone with a legal background. John will advertise for applicants.

11. Informational Item: Local (Monroe County) Issues: John mentioned some programs and issues involving other libraries in Monroe County. He also stated that the MCLS Symposium on October 14, 2017 on sustainable

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libraries is about environmental sustainability. There are limits on what our library can do in this respect (solar panels, etc.) since we don't own the building.

12. Executive Session: None

13. Public Comments: None

14. Motion to Adjourn: MOTION to adjourn was made by Kim and seconded by Adam; the motion was carried unanimously. The board adjourned at 8:07 p.m.

Submitted by Linda Tague, Secretary.

Next meeting: Thursday, October 19, 2017 at 6:30 p.m.

We will meet in the small conference room in Town Hall. John suggested parking by the police station entrance on the west side of the building.