

**Ogden Farmer's Library  
Board of Trustees Meeting**

**Approved Minutes:** February 12, 2013

**Present:**

Maggie Ciesinski  
Jill Coffey  
Corinne Goeke  
Amy Holko

**Not Present:**

John Kopcienski  
Nancy McGuire  
Shery Walker

**Also Present:** Sue Swanton

**Call to Order**

Corinne Goeke, Treasurer of the Board, called the meeting to order at 1:02 pm.

**Action on Expiring Library Board Terms**

Jill Coffey's term expired in January of 2013. Jill agreed to another 5 year term pending the board's vote. Amy MOVED and Jill SECONDED THE MOTION to appoint Jill to a 5 year term. The MOTION WAS CARRIED UNANIMOUSLY.

**Election of Board President for 2013**

Maggie Ciesinski offered to be President for 2013. Amy MOVED and Corinne SECONDED THE MOTION to appoint Maggie as Library Board President for 2013. The MOTION WAS CARRIED UNANIMOUSLY.

Corinne turned over the meeting over to Maggie, the new Board President.

**Election of Board Secretary for 2013**

Jill Coffey offered to be Secretary for 2013. Amy MOVED and Corinne SECONDED THE MOTION to appoint Jill as Library Board Secretary for 2013. The MOTION WAS CARRIED UNANIMOUSLY.

**Action on Revised OFL Personnel Policy**

Corinne MOVED to accept the Personnel Policy as presented.

***Discussion:***

- Changing wording of early closing policy per Sue Swanton's, Interim Director, suggestion.
- PTO carry over policy for our hard working librarians who have accumulated PTO carry over amounts exceeding the cap was reconsidered.
- Wording of the Jury Duty policy to provide clarity.
- Wording of the Bereavement Leave policy to specifically include spouses.

Amy MOVED and Jill SECONDED THE MOTION to accept the Personnel Policy as amended. The MOTION WAS CARRIED UNANIMOUSLY.

**Action on selling tickets for the public**

Corinne MOVED and Amy SECONDED THE MOTION to allow selling of tickets for the local production of The Little Mermaid and for the board to consider a ticket selling policy (to be developed by Sue) at the March, 2013 board meeting. The MOTION WAS CARRIED UNANIMOUSLY.

**Action on Computer Equipment Grant**

Corinne MOVED and Amy SECONDED THE MOTION for approval of Library Assistant Roberta Voelkl to present a grant request to New York State Senator George D. Maziarz for ten computers. The MOTION WAS CARRIED UNANIMOUSLY.

**Old Business:** None

**New Business**

***Library Director Job Description***

Interim Library Director Sue Swanton shared that she circulated the job description for the library director position to the library's librarians. Their input was collected and will be given to Nancy McGuire, head of the director search committee.

***NYLA Advocacy Lobby Day***

Interim Library Director Sue Swanton passed around the pamphlet about the NYLA Advocacy Lobby Day, taking place this year on March 5, 2013. The purpose of Lobby Day is to advocate for Library funding. Sue feels volunteers make a better case for advocating for libraries than library employees. She would like trustees to attend. A copy of the pamphlet will be provided to all board members and to the Friends of the Ogden Library.

**Public Comment:** None

**Correspondence:** None

**Miscellaneous:** None

**Other Matters:** There being no further business, Maggie MOVED and Jill SECONDED THE MOTION to adjourn the meeting. THE MOTION WAS CARRIED UNANIMOUSLY. Maggie adjourned the meeting at 2:07 pm.

**Reconvene - Call to Order**

Maggie Ciesinski, President of the Board, called to order the reconvened meeting of the Ogden Farmers' Library Board of Trustees 2:20 pm.

**New Business**

Amy MOVED and Jill SECONDED THE MOTION to allow Corinne, Board Treasurer, to close the zero-balance Memorial Fund Savings Account held at Key Bank. The MOTION WAS CARRIED UNANIMOUSLY.

**Other Matters:** There being no further business, Amy MOVED and Corinne SECONDED THE MOTION to adjourn the reconvened meeting. THE MOTION WAS CARRIED UNANIMOUSLY. Maggie adjourned the reconvened meeting at 2:25 pm.

**Next Board Meeting:**

Thursday, March 21, 2013, 6:00 p.m.  
Ogden Library Meeting Room

Respectfully Submitted,

Corinne Goeke