

**OGDEN FARMERS' LIBRARY  
BOARD OF TRUSTEES MEETING  
THURSDAY, JANUARY 20, 2011**

**Present:** Rhonda Penders, Don Specht, Doreen Castano, Corinne Goeke, Shery Walker, Alpa Khandhar, Roger Ressman

**Also Present:** Jennifer Magee – Library Director, Cindy Lott – Bookkeeper

Vice - President Rhonda called the meeting to order at 6:04 p.m.

**Approval of Minutes** –Corinne made a motion to approve the meeting minutes of November 18,2010, as submitted. Shery seconded it. **Motion passed**

**Financial Report –**

a.) **2010 Budget Transfers** – A motion was made by Shery and seconded by Corinne to accept the transfers as submitted by Director Jen. **Motion Passed**

b.) **Finance Committee Recommendations** – There was a healthy discussion concerning the letter sent to Jen in December. Cindy spoke to this document by saying she **must** follow Scott Bernie's recommendations, which are NYS standards. A lengthy discussion ensued concerning the use of Quicken 2011 where board members shared their perceptions with the major point being made about the current use of QuickBooks 2004 if there is a computer crash. Corinne cautioned that if this occurred, there would be no way to recover the lost data. The Finance Committee will meet to discuss this further and report back at the March meeting.

**Statistics** – Don raised a question concerning comparative data from year to year to assist the trustees in understanding how the library is fairing. Jen will take this under advisement. Motion: Corinne; Second Shery to accept the report as submitted.

**Motion Passed**

**Librarians' Reports** – The board members continue to be impressed with the informative reports and their relevance to the overall library operations. Kudos to all! Shery made a motion to accept the reports and Doreen seconded it.

**Motion Passed**

**Director's Report & Goals**

Director Jen had submitted a lengthy report, which included her involvement for both November and December 2010. A motion was made by Shery and seconded by Don to accept the report as submitted.

**Motion Passed**

### **Other Business**

• **Depot Branch/ Friends of The Library** – Doreen submitted extensive reports from the Depot Board of Directors that gave the trustees a very nice overview of the 2010 season for the Canal Museum. She also shared the brochure for the Friends of the Library and reiterated that the friends group is up and running and looking forward to another solid year.

### **Old Business**

• **Insurance Questions** – Jen instructed the insurance company to raise our liability limits per our discussion at the November 18<sup>th</sup> meeting.

### **New Business**

• **Town/Library Contract** – Jen submitted the “Contract for Library Facilities”, which was signed by Rhonda and Roger, and is between the library board of Trustees and the Town of Ogden. This will enable us to receive our financial support (\$441,735) from the town.

• **Annual Organizational Meeting** – The following officers were duly elected for the 2011 year:

President - Rhonda Penders  
Vice-President – David Moore  
Secretary – Roger Ressman  
Treasurer – Doreen Castano

A motion was made by Shery and seconded by Corinne to approve the slate of officers as submitted.

**Motion Passed**

• **2011 Organizational Agenda** – Corinne made a motion and Doreen seconded it to approve the entire 2011 Organization Agenda as submitted by Director Jen.

**Motion Passed**

• **Library Closing** – Jen shared that she was requesting the closing of the library for patrons on May 30, 2011 due to the annual CARL update. The staff will be in attendance that day for training. A motion was made by Corinne and seconded by Don to approve the request.

**Motion Passed**

• **Correspondence** – Jen passed around “thank-you” notes from the staff members who had received the gift card the trustees approved at our last meeting.

• **Adjournment** – Doreen made a motion and it was seconded by Shery to adjourn at 7:28 p.m. The next regularly scheduled meeting will be **Thursday, March 17<sup>th</sup>, 2011**

**Motion Passed**

Respectfully Submitted,

C. Roger Ressman, Secretary