

**OGDEN FARMERS' LIBRARY
BOARD OF TRUSTEES MEETING
THURSDAY, JULY 21, 2011**

Present: Rhonda Penders, Don Specht, Doreen Castano, Corinne Goeke, Alpa Khandhar, David Moore, Lori Murtaugh, Roger Ressman

Also Present: Jennifer Magee – Library Director, Linda Tague – Library Patron

President Rhonda called the meeting to order at 5:59 p.m.

Approval of Minutes –Dave made a motion to approve the meeting minutes of May 19, 2011, as submitted. Corinne seconded it. **Motion passed**

The board then went into Executive Session at 6:01 p.m.

The board came out of Executive Session at 6:33 p.m.

a.) **Donations** – Director Jen shared that the library had received three donations since last we met as follows:

- \$50 from Alicia French
- \$1,759.82 from the OFL/Spencerport Kiwanis Silent Auction
- \$200 from Lisa MacDonnell for Don Specht's exceptional genealogy research

We also received a \$300 MCLS Grant for our summer reading program

Genealogy Savings Account – A motion was made by Corinne and seconded by Rhonda to take the Fishbaugh funds and place them in a CD and the Gerew monies should remain in the savings account. Any interest received by either account should be split evenly between them. There was a somewhat lengthy explanation of why this was necessary and then a vote was called for.

Motion Passed

Financial Reports – There were several highlights pointed out by the Director including explanations of the Quickbooks 2011 software installation as well as other new processes put into place. Lori made a motion and Don seconded it to approve the financial reports as submitted.

Motion Passed

Librarians' Reports – The Director and board members continue to be impressed with both the thoroughness and new programs being shared by the librarians. Motion: Corinne; Second: Roger - to accept the reports as submitted.

Motion Passed

Director's Report & Goals

Director Jen submitted her detailed report and answered questions from the board members. A motion was made by Don and seconded by Alpha to accept it as submitted.

Motion Passed

Other Business

• **Depot Branch**– Doreen explained some of the summer experiences the staff had including a couple from Germany who were on a two-year world tour. They were actually visited by a German couple from Spencerport (Doreen put them in touch with one another) who stayed and talked for over three hours. She also submitted copies of the Depot minutes from 5/9/11.

• **Friends Group** – Doreen shared the minutes from 4/11/11 and then shared the following:

- a. Made a profit of \$1,000 from the annual book sale
- b. Purchased two of each venue for the library
- c. Approved 2012 membership and holds fees
- d. Purchased 5 new tables for the library
- e. The scholarship application is complete and will be awarded in spring
- f. Meeting dates for 2012 will be: 1/23, 4/16, 6/18, and 10/15
- g. The next scheduled meeting will be October 17, 2011 at 7:00 p.m. A Civil War program will be presented and the trustees were encouraged to attend.

Genealogy – Jen shared that Laura Richardson will be holding a Map-Party to welcome our newly preserved maps.

Old Business

• **Garden Maintenance** - Jen met with Tim Carra of Cardinal Landscaping regarding the Children's Garden and was quoted a price of \$7,000 to cover maintenance until the end of the year. The board instructed the director to pursue further options.

• **New Business**

• **Mileage Reimbursement** : A motion was made by Dave and seconded by Corinne to increase the mileage reimbursement to 55.5 cents per mile and in the future, the rate should be whatever the current federal rate is.

Motion Passed

• **NYS Unemployment Surcharge** – Director Jen shared a letter she received from Paychex explaining the new Payroll Surcharge Tax the library is required to pay.

• **Proposed 2012 Budget** – Jen shared “Draft 1” of the proposed 2012 library budget and asked the trustees if they had any suggestions. She reminded everyone that the draft was a “work in progress” and that she would be meeting with Town Supervisor, Gay Lenhard. The board then held a question and answer session with her.

The board, upon a motion by Dave and seconded by Roger went into Executive Session at 7:40 p.m. and remained there until 7:55 p.m. for personnel discussions.

- **Adjournment** – Corinne made a motion to adjourn and Lori seconded it. Motion passed at 7:56 p.m. The next meeting is scheduled for Thursday, September 15, 2011 at 6:00 p.m.

Respectfully Submitted,

C. Roger Ressman, Secretary