

OGDEN FARMERS' LIBRARY
BOARD OF TRUSTEES MEETING

THURSDAY, MAY 20, 2010

Present: Rhonda Penders, Don Specht, Shery Walker, Doreen Castano, Corinne Goeke, Jim Sickleco, David Moore, Roger Ressler

Also Present: Jennifer Magee-Director, Scott Penders

VP Rhonda called the meeting to order at 6:00 p.m.

Approval of Minutes – Roger made a motion to approve the meeting minutes of March 16, 2010 with the requested. Jim seconded it. **Motion passed**

Financial Report – Jen discussed the possibility of Dave assisting Cindy Lott with formatting our financial forms to conform to NYS Annual Report. Dave agreed to help out.

• **State Construction Grant** – We have received 50% of the grant monies already and after Jen submitted some additional paperwork, we should receive the remainder (much to the relief of the town). Motion: Jim, Second-Corinne to accept this area **Motion Passed**

Statistics – After checking this area over, Roger made a motion to accept this report and Dave seconded it. **Motion passed**

Librarian Reports –Motion by Doreen; seconded by Rhonda to accept the reports as submitted. **Motion Passed**

Director's Report & Goals

• **Insurance Quotes** – Jen stated that a review of policies was in order, expressing concern for the coverage of the collection. This was tabled until Jen can ask insurance carrier some replacement value questions.

• **Marketing** – Jen shared 3 employee submissions for a mission statement. These were all well thought out and the board discussed each one at length. They then took the following actions:

Motion: Dave; Second Jim that statement #2 be our library's Mission Statement and that a \$50 gift card be awarded to Laura R. **Motion Passed**

Motion: Rhonda; Second Corinne to use the, "Knowledge Is Power" as a tag line and that Cindy Lott be awarded a \$25 gift card. **Motion Passed**

Motion: Roger; Second Shery that submission three be recognized for the effort to participate and that Roberta V. be given a \$10 gift card. **Motion Passed**

Security Cameras, Keys, Concerns – Scott Penders has been assessing our security and has recommended the purchase of five round globe security globes. The trustees then learned that the Penders were donating these! Jen also requested that the back door be re-keyed with a “Do Not Duplicate” key. The trustees concurred.

Goals Update – Jen submitted her progress to date and after very little discussion, a motion was made by Corinne and seconded by Dave to accept this report. **Motion Passed**

Depot/Library Contract – the trustees discussed this very briefly and then a motion was made by Dave and seconded by Doreen to accept the contract as submitted with a slight modification. **Motion Passed**

Other Business

- **Genealogy** – Don explained the procedure used to re-design the shelves in after the renovation.

Old Business

- **Ethics statement** - This had been tabled by the board previously and Jen shared that she is waiting for the newest NYS guidelines.

New Business

NYS Charter Revision – Jen explained the Petition For Amendment of The Charter the members had been sent in their packets. Motion: Dave; Second: Corinne to approve the amendments as submitted. **Motion Passed**

Committee Report

- **Personnel Policy** – Draft #1 of the policy was tabled for our next meeting. Jen will be reworking certain sections and the trustees will have additional time to read this and prepare questions. Draft #2 will be color coded and sent by email to all trustees. Questions will then be submitted in the same manner back to Jen.

- **Job Descriptions** – Jen explained to the members what has transpired to date. These are being reworked and will be submitted at a future meeting.

Correspondence – None

Adjournment – Motion made by Corinne and seconded by Dave to go into Executive Session at 7:43 p.m. Motion Passed

The board came out of Executive Session at 7:47 p.m.

Personnel

A motion was made by Don and seconded by Roger to hire Laura Richardson as Genealogy Outreach Librarian. **The motion passed with one abstention**

Meeting Adjournment

A motion was made by Roger and seconded by Dave to adjourn the meeting at 7:58 p.m.

Motion Passed

Respectfully Submitted,

C. Roger Ressman, Secretary