

**OGDEN FARMERS' LIBRARY  
BOARD OF TRUSTEES MEETING  
THURSDAY, MAY 17, 2012**

**Present:** Rhonda Penders, Shery Walker, Jill Coffey, John Kopcienski, and Roger Ressman

**Also Present:** Jennifer Magee – Library Director, Tom Cole – Ogden Town Board Representative

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

**Approval of Minutes** –Shery made a motion to approve the meeting minutes of March 29, 2012, as submitted. John seconded it. **Motion passed**

**Executive Session** - President Rhonda called for an Executive Session at 6:03 p.m. to discuss a personnel matter. The meeting returned to Open Session at 6:20 p.m.

**Trustee Resignation** – President Rhonda read a letter from David Moore stating that due to too many community obligations, he was stepping down from the board. Shery made a motion and Roger seconded it to accept the resignation with regrets. **Motion Passed**

**Financial Report –**

Before discussion began, Corrine had expressed concern (in absentia) about our payroll costs. However, with constant monitoring, we should be okay. A very healthy discussion ensured with much give and take with our newest trustees. Shery then made a motion to approve the report and John seconded it. **Motion Passed**

**Director's Report**

Jenn shared that Ted Rauber of the Village Board invited the Trustees to attend a Depot whenever possible.

**Librarians' Reports**

Jenn said she was very pleased with all of the reports and as usual, the trustees were proud of the thoroughness of these.

**Other Business**

- **Friends of The Library** – Jenn stated that the group is funding most of the library's summer program this year.

**Old Business**

- **People Counter** – Jen shared that the new counter has been purchased and installed.

- **Long Range 5-Year Plan** - John and Maggie will work with Jenn on this over the summer to complete this project.
- **By Laws/Constitution** – Rhonda finished this document and will send a copy to all trustees for review and input.

### **New Business**

- **2013 Budget** – Our system share cost (\$30K) will remain the same next year.
- **PC Specs and Replacement Schedule** – Jenn will develop this for the trustees understanding and discussion. Right now, we will remain “as is”.
- **Copier Replacement** – Jenn said the copier in the workroom is way past its prime and that she is looking for a way to get the funds donated to replace it.
- **Vacuum Cleaner** – The director also shared that the present vacuum cleaner is being held together with duct tape and is not going to last much longer.
- **Liability Package from First Niagara** – Jenn has a large single copy if any trustee wishes to read it.

### **Miscellaneous**

- **Personnel Policy** – the trustees reviewed the distributed document that Rhonda, Shery, and Maggie had reviewed and revised. Much discussion ensued and clarification led to Rhonda agreeing to “clean this up” and it would again be distributed for the July meeting.

A motion was made by Roger and seconded by Jill that the meeting be adjourned at 7:20 p.m. **Motion Passed**

Respectfully Submitted,

C. Roger Ressman, Secretary