

OGDEN FARMERS LIBRARY

Board of Trustees' Meeting – Thursday, May 15, 2014

PRESENT: Maggie Ciesinski, John Cohen, Scott Ferris, John Kopcienski, Nancy McGuire, Joe Vaccarella, Shery Walker

EXCUSED: Corinne Goeke, Amy Holko, Susan Preston

ALSO PRESENT: Linda Tague (Friends Liaison)

THE MEETING was CALLED TO ORDER @ 6:00 pm by Nancy Maguire (President)

AGENDA CHANGES: Introduction of new trustee Scott Ferris

APPROVAL of MINUTES:

The minutes of March 20, 2014 were amended to replace the wording outstanding candidate with selected candidate under the heading New Board member. John moved and Maggie seconded the motion to approve the minutes as amended. The motion was carried unanimously.

PUBLIC COMMENTS:

Linda stated that \$897.36 was made from the book sale which is less than the \$1000-\$1200 made other years. Other types of fundraisers may be considered in the future.

CORRESPONDENCE:

John shared that he received communication that the family of a recently deceased patron has requested donations be made in his memory to the library. Although these would be considered unrestricted funds, the family's desire is that they be used to support the genealogy section.

PRESIDENTS REPORT: None

TREASURERS REPORT: John for Treasurer Goeke

Upon review of the Profit & Loss Budget vs. Actual statement it was requested that John confirm with Alicia that the costs and funds are being assigned to the correct category to ensure the accuracy of the report. In addition, John was requested to modify the report to define the actual dates reported versus the actual 12 month budget. A suggestion was made to include the prior year's data and a description of any large discrepancies with the reason why they occurred. John moved and Shery seconded. The motion was carried unanimously.

DIRECTOR'S REPORT: See New and Old business

OLD BUSINESS:

John stated that seven individuals have committed to participate on the Long-range Plan Committee. The committee should be comprised of fifteen members in total including one board trustee. To date, no Trustees have volunteered to participate. The meetings are Saturday, June 14 and Saturday, July 12 from 9:00 am – 1:00 pm.

A special board meeting has been tentatively scheduled on Thursday, June 19 at 6:00 pm to review the preliminary report from the consultant following the initial committee meeting.
Sally Snow will be conducting Board Trustee training on Thursday June 12 from 7-8:30 pm.

NEW BUSINESS:

Staff has raised concerns regarding the current vacation benefit structure for hourly versus salary positions as it relates to longevity. After much discussion, John will provide recommendations for revisions to the current vacation benefits offered at the June 19th meeting for consideration by the Board. Included will be the financial implications of the proposed changes.

John requested approval to purchase Thermal Printers which will be used to print patron receipts. These allow for additional lines to be printed for the purpose of gathering patron input for the continual evaluation of patron satisfaction. A motion to use the Morabito distribution funds was moved by Sheri and seconded by John. The motion was carried unanimously.

John will be purchasing a new cash register to allow for the better tracking of transactions.

John raised concern about the proposed NYS minimum wage increase and the impact it will have to the base salary for pages as compared to the current salary ranges for clerks. Review of the salary step plan will be placed on a future agenda. In the interim John will gather feedback from other libraries.

INFORMATIONAL ITEM: Common Core/ Audit Report

John noted that given the role of the library in supporting education, changes will be required to support the common core initiative. Anne will be attending a workshop on this issue. He update the Board on an ongoing basis as to the changes required.

John distributed the Audit report prepared by FreedMaxic cpas, PC. No concerns were raise.

MOTION TO ADJOURN

Sherry made motion, John seconded. The motion was carried unanimously. The meeting adjourned at 7:47 pm.

Respectfully submitted,
Maggie Ciesinski

FUTURE MEETING DATES:

Trustee Training with Sally Snow: Thursday, June 12 @ 7-8:30pm

Special Board Meeting: Thursday, June 19 @ 6:00pm

Board Meeting: Thursday, July 17 @ 6:00pm