

**OGDEN FARMERS' LIBRARY
BOARD OF TRUSTEES MEETING
THURSDAY, SEPTEMBER 15, 2011**

Present: Rhonda Penders, Don Specht, Sheryl Walker, Corinne Goeke, David Moore,
Roger Ressman

Also Present: Jennifer Magee – Library Director, Tom Cole – Town of Ogden Liaison,
Maggie Ciesinski – prospective Library Trustee

President Rhonda called the meeting to order at 6:07 p.m.

Trustee Resignations

A motion was made by Corinne and seconded by Dave to accept the resignations of
Doreen Castano and Alpa Khandar for personal reasons.

Motion passed

Trustee Appointment

A motion was made by Dave and seconded by Corinne to appoint Maggie Ciesinski as an
OFL Trustee.

Motion passed

Executive Session

The board then went into Executive Session at 6:11 p.m. to discuss personnel matter(s).

The board returned to open session at 6:33 p.m.

Library Treasurer

A motion was made by Shery and seconded by Maggie to appoint Corinne Goeke as
Library Treasurer until the January 2012 Board of Trustees meeting.

Motion passed

Approval of Minutes –Dave made a motion to approve the meeting minutes of July 21,
2011, as submitted. Corinne seconded it.

Motion passed

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

- **Gates Revisited: Timeless Images From Family Albums** – donated by Don
Specht
- \$10 from Mr. & Mrs. Liner or Dubuque, IA – for genealogy research

Financial Reports

• **OFL Report**– A discussion led by Director Jenn ensued regarding the new format for the report. Dave inquired as to how expenditures are approved and checks are issued. Jen stated that she initially approves the expenditures and assigns the appropriate budget codes. The information then flows through the treasurer (Corinne) or president (Rhonda) and checks are then signed by either the trustee president or treasurer based upon availability. A motion was made by Corinne and seconded by Shery to approve the Financial Statement ending August 31, 2011.

Motion Passed
(There was one Abstention – Dave)

Appointment of Auditing Firm – President Rhonda shared that she had received quotes from two companies, They were Thaney & Associates and Freed, Maxick and Battaglia. After a discussion regarding both proposals, a motion was made by Corinne and seconded by Shery to appoint Freed, Maxick and Battaglia to close our books and audit our records at the end of 2011.

Motion Passed

* As a point of information, Jenn shared that she has hired Mary Conjerti as Administrative Assistant/Bookeeper and that she is presently working out very well with Quick Books.

Employee 401k Program

Dave shared a sheet he had developed after a discussion he had with Mike Perrilleon of Paychex. Much discussion took place as the trustees asked questions of Dave. Jenn has been directed to contact Mr. Perrilleon to ask him to submit a full proposal for the trustees' consideration.

Librarians' Reports – As had been the case for several months now, the trustees were impressed with the information shared by the librarians!

Motion: Shery; Second: Dave - 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. The trustees were impressed with the extent of involvement of Jenn. A motion was made by Roger and seconded by Maggie to accept it as submitted.

Motion Passed

Other Business

• **Depot Branch/Friends Group** – The board received two reports from Doreen Castano for informational purposes: The minutes of the Depot Branch of 6/13/11 and the minutes of the Friends meeting dated 6/20/11. The trustees were encouraged to attend a special Civil War program on October 17, 2011 by Jenn.

Genealogy – The trustees made mention of how impressed they were with Laura Richardson’s report as part of her monthly librarian’s report.

Old Business

• **Garden Maintenance** - Jenn shared that she had hired a handyman who had worked in the childrens’ garden and had weeded. A couple of librarians have asked for funds for mulch and have volunteered to spread it. This is all at a fraction of the cost shared with us at the July meeting.

Budget 2012 – Review and Discussion

The trustees received another proposal from the director after she had met with Town Supervisor, Gay Lenhard. She shared that at a recent meeting, Gay told Jenn that we would be receiving a 2% increase for 2012 (we had requested 14%). The most recent draft reflects a 5% increase and the board must find a total of \$42,000 in cuts or begin taking money capital from our Reserve Funds. An ad hoc committee was then formed with Rhonda, Corinne and Don working with the director to make cuts in the line items. This will be reported back to the trustees as soon as changes are proposed.

• **New Business**

Other items in the trustees packets for informational purposes were: Implications of the NYS tax cap for libraries; A thank-you from Picasso’s Posse for holding the Community Art Show; A reminder about the Friends’ Appreciation Dinner; the preparation reminder about the 200th Anniversary of the OFL in 2015.

• **Adjournment** – Shery made a motion to adjourn and Dave seconded it. Motion passed at 8:04 p.m.

The next meeting is scheduled for **Thursday, November 17, 2011** at 6:00 p.m.

Respectfully Submitted,

C. Roger Ressman, Secretary