

Ogdensburg Public Library Board of Trustees Meeting
October 17, 2017
Minutes

Board Present: Scott McRoberts, Marc Boyer, Jim Fish, Michelle McLagan, Cathy Piche, Shelley Bond, Mary Margaret Small

Board Absent: Matt Duprey, Jane Pinkerton

Staff Present: Penny Kerfien, Stephanie Young, Dorian Lenny-Wallace

Guest: None

The meeting was called to order at 6:00 pm.

Public Comments: None

Approval of Agenda:

Motion by Cathy, seconded by Jim to **approve the agenda.** *Unanimous*

Approval of Minutes:

Motion by Jim, seconded by Marc to **approve the minutes from the previous meeting.** *Unanimous*

Guest Presentation: No guests.

Statistical and Financial Reports: No questions on statistics or bills paid.

Motion made by Scott, seconded by Jim for **approval of bills paid in September.** *Unanimous*

Director's Report:

Penny reported that the next book sale is October 26 to November 4 and is in process of being set up now.

Penny presented the proposed 2018 dates for the library to be closed, so NCLS can adjust the circulation system. **Motion by Jim, seconded by Cathy to approve the closure dates for 2018.** *Unanimous.*

Penny presented a proposed addition to our Policy Manual regarding invasive bugs and critters that can easily infect and destroy a library collection. **Motion by Jim, seconded by Marc to approve the bug policy.** *Unanimous.*

Adult Services Report: No additions.

Children's Services Report: No additions.

Chairperson's Report: None.

Committee Reports:

- A. Building and Grounds: Paperwork should be here this week for Continental and a schedule should be available by next week. Workers will enter via Bob's door and he will monitor the progress. All funding from Patty Ritchie and Addie Jenne designated for the previously completed lift and ramp repairs has been received in full and will be reflected on next month's financial report.
- B. Policy/Personnel: None
- C. Finance: We are anticipating \$5,000 in special funding from Patty Ritchie.

Unfinished Business:

- A. Funding: We are on the November 8th City Council agenda to discuss 2018 funding. We should know what we are receiving from the City before our December meeting and should make a decision regarding the spring school ballot referendum before the end of the year. Patrons have inquired as to the process of donating money via their estates – Penny will research.
- B. Collections Policy: Matt and Penny will research the Remington museum issue.

New Business:

- A. **Tax Cap Resolution: Motion by Jim, seconded by Marc to override the Tax Cap in the event we need to place a new referendum on the school ballot in the spring. *In Favor 6 Opposed 1***

Executive Session: none

The meeting was adjourned at 6:32 pm

Respectfully submitted,

Michelle McLagan, Secretary