

**Ogdensburg Public Library Board of Trustees Meeting  
November 21, 2017  
Minutes**

**Board Present:** Scott McRoberts, Marc Boyer, Michelle McLagan, Cathy Piche, Matt Duprey, Shelley Bond, Mary Margaret Small, Jane Pinkerton

**Board Absent:** Jim Fish

**Staff Present:** Penny Kerfien

**Staff Absent:** Stephanie Young, Dorian Lenney-Wallace

**Guest:** Laura Foster, Executive Director of the Remington Museum and Matt Corey, Consultant from NCLS

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

**Public Comments:**

None

**Approval of Agenda:**

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

**Approval of Minutes:**

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

**Guest Presentations:**

Laura Foster from the Remington presented two loan requests. The first is from the Booth Western Art Museum in Cartersville, GA, a suburb of Atlanta. They would like to borrow the Standard Treasures of the Frederic Remington Museum Traveling Exhibit which is a mix of Library and Museum pieces. The loan period would be from September 2018 to January 2019. The Booth Western Art Museum would pay a rental fee of \$25,000 to the Remington.

The second request is from the Sid Richardson Museum in Ft. Worth TX. They would like to borrow pieces from the Remington Museum, and in exchange lend other works to the Remington. The exchange would be from September 2018 to September 2019. The Sid Richardson Museum will bear the expense of the sharing agreement.

The Library requested that we receive information regarding loans prior to our board meeting so we can review them in advance. Laura agreed that could be done for future requests. The Library also would like to know what percentage of items loaned belong to the Library's collection, and their appraised value.

Motion by Mary Margaret, seconded by Matt Duprey to **approve the loan to the Sid Richardson Museum.** *Unanimous*

The Booth Western Art Museum loan request was tabled until the December meeting. The library requested more information regarding the terms of the loan. Laura will forward information to Penny prior to December's meeting.

Matt Corey reviewed the process for doing a referendum. He discussed how Ogdensburg did the different fundraisers and then the referendum. He will assist the library in any way he can.

**Statistical and Financial Reports:**

No questions on statistics or bills paid.

Motion made by Mary Margaret, seconded by Matt Duprey for **approval of bills paid in October.** *Unanimous*

**Director's Report:**

Penny reported that the official budget cut by the City is \$54,609 for 2018. She presented cost savings ideas that could be implemented immediately to reduce spending. Further financial discussion will occur at the December meeting.

Motion by Michelle, seconded by Marc to **immediately reduce library operating hours to the state minimum standard of 55 hours per week (for Central Libraries), and to eliminate a page position.** *Unanimous*

**Adult Services Report:** No additional information.

**Children's Services Report:** No additional information.

**Chairperson's Report:** None.

**Committee Reports:**

- A. Building and Grounds: Bob is the Clerk of the Works for the construction grant project.
- B. Policy/Personnel: None
- C. Finance: None

**Unfinished Business:**

- A. Funding: Nothing additional.
- B. Collections Policy: Matt (Duprey) is researching it and will email out an update for review.

**New Business:**

- A. Next Meeting: Changed to Monday, December 18<sup>th</sup> at 6 pm.
- B. Trustee Dates of Service: Cathy is at the end of her second term effective December 31<sup>st</sup>. Scott is at the end of his first term effective December 31<sup>st</sup>.

**Executive Session: none**

The meeting was adjourned at 7:30 pm.

Respectfully submitted,

Michelle McLagan, Secretary