

Ogdensburg Public Library Board of Trustees Meeting
January 16, 2018
Minutes

Board Present: Marc Boyer, Shelley Bond, Jim Fish, Michelle McLagan, Mary Margaret Small

Board Absent: Matt Duprey, Jane Pinkerton

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

Guest: None

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

Election of Officers: Motion by Mary Margaret, seconded by Jim to **elect Marc Boyer as Chairperson and Shelley Bond as Vice-Chairperson.** *Unanimous*

Marc appointed Jim as Treasurer and Michelle as Secretary.

Public Comments: None

Approval of Agenda: Motion by Michelle, seconded by Matt to **approve the agenda.** *Unanimous*

Approval of Minutes: Motion by Jim, seconded by Mary Margaret to **approve the minutes from the previous meeting.** *Unanimous*

Statistical and Financial Reports: No questions on statistics or bills paid. No financial reports have been received from the City.

Motion made by Jim, seconded by Michelle for **approval of bills paid in December.** *Unanimous*

Director's Report:

Penny added that Dave Bradford will survey the lighting and perform a free energy audit on it.

The Ogdensburg City School District Board meets tonight and will decide on when they will remit our funding from last May's school ballot referendum. Penny will speak to Tim Vernsey tomorrow to follow up.

Penny will invite prospective trustees to the next meeting.

The outdoor lift has been out of service since last Thursday. The owner of Victory Lifts was at the library today and determined that an amperage unit on one of the doors is malfunctioning. The lift is under warranty. He hopes to have it fixed this week.

The construction project is moving forward with electrical work anticipated for next week; the doors are on order.

Fiber optic internet via the NCLS program was installed last week.

Adult Services Report: No additions from Stephanie

Children's Services Report: Dorian added that she is combining the Family Book Club with a special event – a musher with a dog is coming to visit the library. She is also starting a monthly toddler craft program.

Chairperson's Report: None.

Committee Reports:

- A. Building and Grounds: None
- B. Policy/Personnel: None
- C. Finance: None
- D. Community Advisory: Cathy Piche and Shelly will work together and collaborate with community organizations

Unfinished Business:

- A. Funding: No changes since last meeting.
- B. Collections Policy: Tabled until Matt is present.
- C. Remington Ad Hoc Committee: Mary Margaret and Matt will work with Penny and representatives from the Frederic Remington Museum to discuss the lending of library-owned items to other museums and organizations. Penny will work with Laura Foster to set up a meeting.

New Business:

- A. Friends Group Liaison: Penny will invite the Friends of the Ogdensburg Public Library to designate a liaison and a substitute to attend board meetings.
- B. Inclement Weather Closures: Penny clarified that the union contract requires the library to follow the school with regard to inclement weather closures.

Executive Session: None

The meeting was adjourned at 6:38 pm.

Respectfully submitted,

Michelle McLagan, Secretary