

**Ogdensburg Public Library Board of Trustees Meeting
September 18, 2018
Minutes**

Board: Marc Boyer, Jim Fish, Michelle McLagan, Mary Margaret Small, Kathy Lawrence, Barbara McDonough

Board Absent: Shelley Bond, Matt Duprey, Jane Pinkerton

Staff Present: Penny Kerfien, Dorian Lenney-Wallace

Staff Absent: Stephanie Young

Guest: None

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

Public Comments: None

Approval of Agenda: Motion by Jim, seconded by Kathy to **approve the agenda.** *Unanimous*

Guest Presentation: None

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

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

Motion by Jim, seconded by Barbara for **approval of bills paid in June, July, and August.** *Unanimous*

Director's Report: Penny reported that the library has won the North Country Library System's "Library Improvement Award" for 2018. She was presented the award at the NCLS Annual Meeting on September 17th in Watertown.

Adult Services Report: No additions.

Children's Services Report: Dorian reviewed the Summer Reading statistics. She needs volunteers for the Halloween party in October.

Chairperson's Report: None.

Committee Reports:

- A. Building and Grounds: None
- B. Policy/Personnel: None
- C. Finance: None
- D. Community Advisory: None

Unfinished Business:

- A. Remington Museum Liaison: Mary Margaret would be interested in that role if we decide to move forward with a liaison. Laura Foster will be asked.

New Business:

- A. Endowment Transfer: Motion by Kathy and seconded by Barbara to **approve two annual transfers in the amounts of \$8,000 and \$54,308.00 from the library's Endowment Fund to the City of Ogdensburg.** *Unanimous*
- B. 2019 Proposed Budget: Budget figures were reviewed, discussed, and modified. Penny will be meeting with the City to discuss next year's budget.
- C. Thanksgiving Weekend: Motion by Mary Margaret and seconded by Barbara **to close the library on Saturday, November 24th.** After discussion, the motion was withdrawn.

Anticipated Executive Session: None

The meeting was adjourned at 7:15 pm.

Respectfully submitted,

Michelle McLagan, Secretary