

**Ogdensburg Public Library Board of Trustees Meeting
January 15, 2019
Minutes**

Board: Marc Boyer, Jim Fish, Michelle McLagan, Jane Pinkerton, Kathy Lawrence, Barbara McDonough

Board Absent: Shelley Bond, Mary Margaret Small

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

Staff Absent: None

Guest: None

The meeting was called to order at 6:02 pm..

Public Comments: None

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

Guest Presentation: None

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

Statistical and Financial Reports: No reports received from the City. Penny reported that there were no unusual circumstances in bills paid.

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

Director's Report: Marc will be attending the Remington board meeting. Laura Foster wants to put the statue in the Remington Museum as part of the Sally Farnham exhibit. The library owns the statue and it is currently stored at the Remington. Will discuss with Laura regarding a long-term loan for the display, with a plaque indicating it is part of the library's collection. Construction grant bids on the doors and retaining wall are in progress with work starting in April or May; drainage will be addressed to keep the closet adjacent to the children's room dry. The new front door will be fiberglass with a wood appearance and it has been approved by SHPO (State Historic Preservation Office). Staff evaluations were completed in December. The Friends will be hosting a Sweetheart Soiree on February 9th.

Adult Services Report: Some income tax forms have been received and she expects the rest to arrive in February.

Children's Services Report: The teen non-fiction section of the collection is being weeded for space; science fiction is being intershelved with the rest of YA.

Chairperson's Report: None.

Committee Reports:

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

Unfinished Business: None

New Business:

- A. Funding Referendum: Motion by Jim, seconded by Barbara to put a funding referendum for \$75,000 on the Ogdensburg School District ballot in May 2019. *Unanimous*
- B. Penny proposed changing her salary agreement such that any salary adjustments are made effective January 1st to align with the rest of the staff; benefits would remain effective on her anniversary date to also be consistent with the rest of staff. The change would also align with salary figures needed for the NYS Annual Report. Decision should be made before her July anniversary date.

Anticipated Executive Session: None

The meeting was adjourned at 6:41 pm.

Respectfully submitted,

Michelle McLagan, Secretary