

MINUTES OF BOARD MEETING

February 16, 2012, in the Library Conference Room, Chairwoman Piche presiding.

ATTENDANCE:

Trustees: Duprey, Griffin, Longbottom, Morrison, Small, Webster

Excused: Fish, McDonald, Widrick

Staff: Miller

Guest: Brian Kidwell

1. **Call to order:** Meeting was called to order at 4 p.m.
2. **Public Comments:** None
3. **Disposition of Minutes of Previous Meeting:** *Griffin (Webster) moved to accept the minutes of the January 19 meeting. Unanimously approved.*
4. **Statistical Report & Financial Report:** Reports were presented. *Small (Morrison) moved to approve January expenditures. Unanimously Approved.*
5. **Director's Report:** Report was presented.
 - a. **USDA:** The grant portion of money available from USDA is so small it is not worth how much time and effort the application process would take. Miller is moving on to other grant opportunities.
 - b. **Book Sale:** Books left from the Friends Book Sale are being shipped to a company in Indiana that will sell them online and then send us a portion of the profits with a portion going to literacy organizations.
 - c. **Annual Report:** Annual Reports for both OPL and the Central Library System had to be approved before being sent to the state. *Morrison (Duprey) moved to approve the Ogdensburg Public Library 2011 Annual Report. Unanimously approved.*
 - d. **Central Library Budget:** The Central Library Development Budget was presented. Funding is expected to be the same as last year. *Griffin (Small) moved to approve the Central Library Development Budget 2012. Unanimously approved.*
6. **President's Report:** The Homework Workshop had one eight grader and three ninth graders attend. Contacts are being made to expand the program into lower grades for next time. The Technology Report will be discussed at the Board Retreat on March 3. Right now Miller said he is focusing on internal efficiencies with exploring a new phone system and getting a new laptop to help with weeding and inventory. The Friends of the Library will have a booth at Expo that will act as a branch library for the weekend. The public will be able to sign up for library cards and part of the

collection will be there for check-outs. The new laptop will assist with this sort of outreach as well.

7. Committee Reports:

- a. **Buildings and Grounds:** No report.
- b. **Policy/Personnel:** The date of Saturday, March 3, at the Presbyterian Church has been set. We will have a strict structure to be able to accomplish our goals in three short hours. There has been more discussion on how we can obtain applicants for the Children's Librarian position that are qualified. The existing list of is populated with applicants from the last test used for the hiring of an Adult Services Librarian. Given the differences in the types of work performed in the two positions, it is unlikely that the current list contains anyone who would be a suitable Children's Librarian. A possible title change to Librarian II (Children's Librarian) may result in a test that will include a section devoted to children's activities so our applicants are actually qualified for and interested in that specialty. Miller is also investigating anything else we can do to ensure we get the best candidates for the specific job.
- c. **Finance:** No report
- d. **Nominating:** No report

8. **Old Business:** Small noted that we were getting great publicity for our River Shiver events and suggested that we have book tie-ins with the events.

9. **New Business:** None.

Meeting adjourned to Executive Session at 4:27 p.m.

Meeting called back to order at 4:50 p.m.; no report from Executive Session

Meeting adjourned at 4:51 p.m.

Respectfully submitted by

Amee M. Longbottom, Secretary