

Ogdensburg Public Library

Board of Trustees Meeting

In the library or via Zoom

March 3, 2021

Board present: Michelle McLagan, Ann Lesperance, Kathleen Lawrence, Marc Boyer, Cheryl Ladouceur, Barbara McDonough, Jane Pinkerton

Absent: Thomas Hannan, treasurer to the board

Staff present: Penny Kerfien, Dorian Lenney-Wallace

Public comments and guests: Jana Norris

Approval of the agenda: Motion to approve the agenda for March 3, 2021 was made by Marc Boyer and seconded by Barbara McDonough. *Unanimous*

Disposition of the minutes for the 02/03/21 meeting: Motion by Ann Lesperance and seconded by Cheryl Ladouceur to approve the minutes as corrected. *Unanimous*

The correction to the minutes is to move Jana Norris from the board roster to guests.

Financial and Statistical reports: Motion by Cheryl Ladouceur and seconded by Jane Pinkerton to approve the bills paid in February 2021. *Unanimous*

Various questions were answered. The public response to the Amazon gifts has been generous. This will be included in the financial report going forward.

Director's report: The director is developing a new system to report library statistics. No other additions.

Librarian's report

Children's librarian: The children's librarian further explained the programs discussed in her report. The summer programs will take place outside and the need for a tent was discussed in case of inclement weather and protection from sun and wind. We have the necessary items.

Chairperson's report: The chairperson explained the proposed fee structure change for use of NCLS (North Country Library System) services. This includes a member service fee and a JAB (Joint Automation Board) fee. Both will increase across the NCLS service area; though specific amounts are still under discussion. These fees will go into effect in the 2022 service year. The directors have several questions for NCLS regarding the fees and discussion is ongoing.

Committee reports:

- A. Building and grounds: no report
- B. Policy and personnel: reviewed the Public Employer Health and Emergency Plan for OPL
- C. Finance: report on the meeting with Angela Gray, financial advisor, regarding ongoing financial obligations between the city and the library and the future budget proposal. They also discussed long term goals: growing the NNYCF endowment; continued meetings with Angela Gray, financial advisor for the city; support of the 2021 Referendum; and the future budget.

Friends of the Library report: The Friends has a newly elected executive board: Laura Pearson, president, Ed Lavarney, vice-president, Lin Griffin, secretary, and Tom Lawrence, treasurer and membership chair. The Friends bookstore remains closed due to COVID concerns. The hiking group is active. The group is growing and is active with a variety of activities to support the library. They are offering strong support for the 2021 referendum.

Unfinished business:

- A. Referendum- The petition was presented to the Board of Education. There was a news report on WWNY-TV and news articles in North Country This Week and on North Country NOW. The referendum committee will continue to work with local print media, radio, and television. There will be a social media presence. A letter with talking points was distributed to Friends of the Library and then shared on Facebook, generating many comments. An informational trifold is being developed and lawn signs will be made available. The PR/ Marketing committee continues to work on these projects. The phone committee meets on March 4, 2021 and the whole referendum committee meets on March 5, 2021.

New business:

- A. Public Employer Health and Emergency Plan for OPL- Motion by Marc Boyer and seconded by Barbara McDonough to accept the Public Employer and Emergency Plan for OPL. *Unanimous*

Anticipated Executive Session

Motion to move into executive session at 7:16 pm was made by Marc Boyer and seconded by Cheryl Ladouceur. *Unanimous*

Motion to leave executive session at 7:47 pm was made by Marc Boyer and seconded by Ann Lesperance. *Unanimous*

As per the by-laws of the Ogdensburg Public Library regarding trustees:

1. "The business and affairs of the Ogdensburg Public Library shall be managed and conducted by a Board of Trustees that shall number at least nine (9), appointed by the mayor of the City of Ogdensburg and with the advice of the then constituted Library Board of Trustees. Each appointment shall be for a term of five years. Trustees must be legal residents of the City of Ogdensburg."

A motion to select William Flynn for an open position on the OPL Board of Trustees was made by Marc Boyer and seconded by Cheryl Ladouceur. *Unanimous*

Adjournment: Motion to adjourn at 7:52 pm was made by Cheryl Ladouceur and seconded by Jane Pinkerton. *Unanimous*

Announcements:

Referendum meeting: March 5, 2021 2:30 pm

Friends of the Library meeting: March 10, 2021 4 pm

Board of Trustees meeting: April 7, 2021

Advocacy Day was February 26, 2021. Some members sat in on the sessions with Mark Walczyk and/or Senator Patty Ritchie.

Respectfully submitted,

Kathleen Lawrence, Secretary