

Ogdensburg Public Library

Board of Trustees Meeting

October 6, 2021

6:00 pm

The meeting was preceded by the required Sexual Harassment Training at 4:45 pm

Board present: Michelle McLagan, Kathleen Lawrence, Thomas Hannan, Loretta Cooke, Christopher LaLone, Barbara McDonough

Board excused: Marc Boyer, James Amo, Cheryl Ladouceur, Jane Pinkerton

Staff present: Penny Kerfien, Dorian Lenney-Wallace

Guests: Lora Nadolski, Executive Director of the Frederic Remington Art Museum, Michael Gebo, Sheila Monnet, Ann Lesperance, liaison between the Friends of OPL and the OPL Board of Trustees

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

Public comments:

Lora Nadolski requested approval of a loan of five objects to the Henry B. Plant Museum in Tampa, FL from March 18, 2022 through December 23, 2022. She answered several questions regarding the loan.

A motion was made by Loretta Cooke and seconded by Christopher LaLone to approve the loan of five items to the Henry B. Plant Museum in Tampa, FL from March 18, 2022 through December 23, 2022.

Unanimous

Approval of the October agenda: Motion to approve the agenda was made by Kathleen Lawrence and seconded by Loretta Cooke. *Unanimous*

Approval of the September minutes: Motion to approve the September minutes was made by Barbara McDonough and seconded by Christopher LaLone. *Unanimous*

Statistical reports and financial reports: Motion to approve the bills paid in August and September was made by Loretta Cooke and seconded by Christopher LaLone. *Unanimous*

Director's report: Additions to the report include a follow-up discussion regarding the budget. The endowment process with the Northern New York Community Foundation will begin in 2022, with a goal of raising \$50,000 by the end of three years. We have been awarded a matching grant for this goal. We have applied for COVID money through the City of Ogdensburg. A group photo will be taken on October 13, 2021 at 6 pm on the steps of the library for the presentation of the Library Advocacy Award. The award will be presented by Matt Corey of the North Country Library System.

Librarian's report:

- A. Youth services: Additions include notice of a Halloween party to be held on October 26 at 5 pm. Volunteers were requested. The Ogdensburg Kiwanis Club has requested ten crafts-in-

a-bag to be picked up weekly beginning on October 18. The Battle of the Books will take place if the local schools are interested. This usually takes place in the spring.

Chairperson's report: The NCLS (North Country Library System) held the annual meeting recently; trustees are always invited and welcome to participate. The Ogdensburg Public Library received the Library Advocacy Award for 2021.

Committee reports:

- A. Building and grounds: no report
- B. Policy and Personnel: The committee will begin working on changes to the operating policy in preparation for outlining to strategic plan which will be updated.
- C. Budget: The budget for 2022 is a work in progress. The library director and the treasurer met with the city comptroller regarding the budget. The proposals made have now changed. There was some misunderstanding between what the city comptroller suggested and what the city manager said. The committee will ask for clarification. The budget will be presented at the November meeting.

Friends of the OPL report: Ann Lesperance, liaison. There will be a Fall Book Sale will run from October 20 through October 22. There will be a bag sale on October 22, \$5.00 to fill a bag that we provide. Volunteers are being organized by Kathy Lawrence and Cindy Lyons-Hart. The Membership drive will begin in October; the membership packet will include a ticket for a free book from the Friends Book Store. There was also a ticket for a free book included in the card sign-up packet during the month of September for Library Card Sign-up month.

Unfinished business: none

New business:

- A. Budget: The budget is still being finalized. We will participate in a budget workshop with the city at a date to be determined. Whether we request funding from the city or not, there will be a presentation to the City Council about the state of the library. The proposed budget was reviewed and discussed.
- B. Nominating Committee: Barbara McDonough and Kathleen Lawrence, the nominating committee, will propose a slate at the November meeting for a vote in December.
- C. Funding requests: Christopher Lalone has been speaking with local businesses and service clubs. He said that most are supportive of the library. He would like to approach some of these to ask for support of some specific library needs and activities. There was a great deal of discussion. Concern was expressed about this interfering with the endowment work. It was stated that we need a plan of opportunities for people to support the library in a variety of ways. It was suggested that an ad hoc committee be formed and to make this a part of the strategic plan.
- D. Sexual harassment training is complete for all Board members.
- E. Loretta Cooke was appointed to the finance committee.

Motion to adjourn at 8:22 pm was made by Barbara McDonough and seconded by Christopher LaLone.
Unanimous

Announcements:

Friends of the Library meeting on Wednesday, October 13, 2021 at 4 pm in the library

Photo op on Wednesday, October 13, 2021 at 6 PM

Book sale October 20-22.

Election day is November 2, 2021

Board of Trustees meeting on Wednesday, November 3, 2021 at 6 pm in the library.

Respectfully submitted,

Kathleen Lawrence, Secretary