

**Ogdensburg Public Library Board of Trustees Meeting  
November 20, 2018  
Minutes**

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

**Board Absent:** Mary Margaret Small

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

**Staff Absent:** None

**Guest:** Ann Lesperance

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

**Public Comments:** None

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

**Guest Presentation:** None

**Approval of Minutes:** Motion by Kathy, seconded Shelley by 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 October**. *Unanimous*

**Director's Report:** Correction to the date for the JAB/DO meetings - It's the 28th, not the 29th. The union negotiation meeting is the 29th. There should be another meeting with the Remington later this month. The flooring project starts soon and is funded by a grant through Senator Ritchie.

Penny is awaiting further information from NCLS regarding who will be responsible for administering the Central Libraries' payroll for two staff members. Motion by Jim, seconded by Kathy for Penny to **engage Paychex for Central Library payroll if we are compelled to administer our own payroll instead of NCLS**. *Unanimous*

**Adult Services Report:** Stephanie attended the NYLA conference.

**Children's Services Report:** The Gratitude Garland is downstairs this year.

**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. Saturday, December 8th - Betty Steele will be at the library with her photographs for a history talk; coordinated by Julie Madlin.
- B. Saturday, December 15th - The Grinch will be back; volunteers are needed.
- C. Prospective Board Member - Ann Lesperance spoke to us regarding her experience and possible interest in becoming a trustee.
- D. Tax Cap Override - Penny will prepare the paperwork for a possible tax cap override and have it at the December meeting. This is required by the state if the library goes out for additional funding via the May 2019 school ballot referendum.
- E. Christmas Gifts for Staff - The Friends have donated money toward staff Christmas gifts. Trustees generally contribute too. Last year we gave staff Price Chopper Gift Cards. Shelley will take responsibility for the project again this year.

**Anticipated Executive Session:** None

The meeting was adjourned at 6:46 pm.

Respectfully submitted,

Michelle McLagan, Secretary