

**Ogdensburg Public Library Board of Trustees Meeting
December 17, 2019
Minutes**

Board: Marc Boyer, Shelley Bond, Michelle McLagan, Kathy Lawrence, Barbara McDonough, Jim Fish (videoconference)

Board Absent: Mary Margaret Small, Ann Lesperance, Jane Pinkerton

Staff Present: Penny Kerfien

Staff Absent: Stephanie Young, Dorian Lenney-Wallace

Guests: None

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

Public Comments: None

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

Guest Presentations: None

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

Statistical and Financial Reports: Motion by Jim, seconded by Kathy for **approval of bills paid in November.** *Unanimous*

Director's Report: Mike Skelly put thirteen businesses supporting the library on his theatre marquee. Penny has received \$1150 in corporate donations so far. Rhonda Roethel told Penny she and Mike were working on some kind of fundraiser to benefit the library.

Adult Services Report: No additions.

Children's Services Report: No additions.

Chairperson's Report: The staff provided a thank you note for the Price Chopper gift cards - Shelley reported that between the trustees and the Friends, we were able to each staff member a \$40 Price Chopper gift card.

Committee Reports:

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

Executive Session: None

Unfinished Business:

- A. Remington Loan Agreement: Penny forwarded more paperwork to the attorney who is currently reviewing the documents. Thus far, we have incurred and paid for two hours of the attorney's work.

New Business:

- A. Officers: The slate of officers consists of Michelle for Chairperson, Ann for Vice-Chairperson, and Kathy for Secretary. No nominations for Treasurer yet as the nominating committee did not have time to meet following Jim's resignation email. Voting will take place at the annual meeting in January. Motion by Barbara, seconded by Shelley for **approval of the slate of officers**. *Unanimous*
- B. New Trustee: Jim and Michelle have people in mind. Jim has not spoken with the person he may recommend. Michelle has spoken with her recommendation and the person is interested. Further discussion will be at the January meeting.
- C. 2020 Budget: The city reinstated \$25,000 of the \$60,000 cut at Monday's council meeting. The total cut for 2020 will be \$35,000.
- D. Alternate Funding: Penny has been in contact with the Northern New York Community Foundation and will have more information in January.
- E. Tax Cap Resolution: An override is required if we go out for a school ballot referendum. Motion by Kathy, seconded by Barbara **to override the tax cap if necessary for the school ballot referendum in May**. *Unanimous*. As secretary, Michelle will sign the paperwork following the meeting and Penny will keep it on file in the library.

The meeting was adjourned at 6:29 pm.

Respectfully submitted,

Michelle McLagan, Secretary