

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

**Board Present:** Marc Boyer, Jim Fish, Michelle McLagan, Matt Duprey, Jane Pinkerton, Mary Margaret Small

**Board Absent:** Shelley Bond

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

**Guest:** Kathy Lawrence

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

**Public Comments:** None

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

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

**Statistical and Financial Reports:** No questions on statistics or bills paid.

Motion made by Jim, seconded by Matt for **approval of bills paid in January.** *Unanimous*

**Director's Report:** The City is planning a 150<sup>th</sup> Anniversary of Incorporation celebration. Penny has attended the first meeting. Penny met with Sarah Purdy, Marc Boyer, Michelle McLagan, and several staff members regarding the financial restructuring board that is visiting the City later in the spring. Penny and Bob Bowman will be making a punch list of issues that need to be addressed prior to project completion of the construction project.

**Adult Services Report:** No additions from Stephanie

**Children's Services Report:** Dorian presented an idea for National Library Week to let kids read for an hour in the library and in exchange, receive \$5 worth of forgiven overdue fines. Dorian will be re-branding story time following her vacation.

**Chairperson's Report:** None.

**Committee Reports:**

- A. Building and Grounds: None
- B. Policy/Personnel: None
- C. Finance: Auditors will be here in March.
- D. Community Advisory: Cathy has a couple ideas and is coming in to talk with Penny.

### **Unfinished Business:**

- A. Funding: We received payment from the Ogdensburg City School District for the May 2017 referendum. Penny will present the 2018 referendum petitions and tax cap resolution to the School District at the next School Board meeting.
- B. Collections Policy: Matt met with a representative from the Remington Museum. Their recommendation is to wait and see what happens with the City, the Museum, Library, and the Financial Restructuring Board prior to revising any existing agreements or policies. In the meantime, we should handle any Museum rentals / loans / sales on a case-by-case basis.
- C. Remington Ad Hoc Committee: Will meet in the future after we see where the City is going with the restructuring board.

### **New Business:**

- A. Central Library Budget: Motion made by Mary Margaret, seconded by Jim **for approval of the 2018 Central Library Budget. Unanimous**
- B. Patron Issues: Two patrons have been having frequent disagreements with each other that date back several years. There have been a number of incidents where the two men have become loud, disrespectful, and argumentative. The police have been called in the past.  
Last month, Penny expelled both patrons for two weeks. Both patrons were advised verbally and in writing (via certified mail) of their expulsion, but one patron violated the expulsion on at least three occasions. Penny was advised by the Library Board to take whatever action is necessary, including summoning the police, to protect the library patrons and staff from other patrons who display inappropriate behavior in or on library property.
- C. Kathy Lawrence was voted on to become a Board member. Her name was sent to the city for the appointment process.

### **Executive Session: None**

The meeting was adjourned at 6:47 pm.

Respectfully submitted,

Michelle McLagan, Secretary