

**Ogdensburg Public Library**

**Board of Trustees Meeting**

**May 4, 2022**

**Board present:** Marc Boyer, Michelle McLagan, Kathleen Lawrence, Thomas Hannan, Mark Demers, Connie Jenkins, Cheryl Ladouceur, Christopher Lalone, Barbara McDonough

**Staff present:** Penny Kerfien, Dorian Lenney-Wallace

**Guests:** Ann Lesperance, Karlyen Manke

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

**Approval of the May 4, 2022 agenda:** Motion to approve the May 4, 2022 agenda was made by Cheryl Ladouceur and seconded by Barbara McDonough. *Unanimous*

**Public comments:** A letter was sent to the Board from city resident, Cynthia Layng, and was read by the secretary.

**Disposition of the April 6, 2022 minutes:** Motion to approve the April 2022 minutes was made by Cheryl Ladouceur and seconded by Michelle McLagan. *Unanimous*

There was a follow-up discussion regarding board terms with an explanation of expired vs. unexpired terms.

**Statistical and financial reports:** Motion approve the bills paid in March and April was made by Barbara McDonough and seconded by Cheryl Ladouceur. *Unanimous*

Questions were answered regarding the various funds in the Money Market Account.

**Director's report:** No additions to the written report.

**Children's and Youth Services report:** In addition to the written report, there is a display in the library exhibiting the prizes for the summer reading program.

**Chairperson's report:** no report

**Committee and Friends of OPL reports:**

- A. Building and grounds: no report
- B. Policy and personnel: under new business
- C. Finance: a request to review the policy regarding endowments; this will be put on the June agenda
- D. Northern New York Community Foundation (NNYCF): According to the quarterly statement dated March 31, 2022, we have reached over one-half of our goal of \$50,000 and have received the \$10,000 match. A committee meeting is being planned later this month.
- E. Friends of the Library: At the last meeting, held on April 13, 2022, the by-law revisions were approved. The current roster, as of the April meeting, includes 122 members. A book sale was held in the last week of April which netted over \$800.00. In addition, the bookstore was restocked, as about 80% of the books in the store were moved to the book sale. A bottle

account was opened at Perry's Redemption Center. Two new benches were installed on the front porch. Two events have been added to the calendar: Games in the Park on June 4 (rain date is June 5) and a Book Club Convention on September 24, 2022.

**Old business:** none

**Strategic planning:** in progress

**New business:**

- A. Videotaping and Photography Policy: A discussion of this policy and the reasons for it. It will be reviewed to incorporate legal language.
- B. Bylaw modifications: The board was sent a document outlining the changes needed to the bylaws, which were discussed, and will be voted on at the June meeting.
- C. Trustee appointments: The Nominating Committee recommended Karlyen Manke, a resident of this city, who is interested in being considered for a seat on the library board. They stated her qualifications and interest in serving.

Motion to appoint Karlyen Manke to the unexpired term ending on December 31, 2025 was made by Cheryl Ladouceur and seconded by Barbara McDonough. *Unanimous*

A general question and answer session followed regarding trustee webinars, a request for workshops on technology use, the role of volunteers, and public use of library space.

Motion to adjourn at 7:48 pm was made by Cheryl Ladouceur and seconded by Christopher Lalone. *Unanimous*

Kathleen Lawrence,

Secretary

Announcements:

Friends of the Library meeting: Wednesday, May 11, 2022 at 4 pm

Board of Trustees meeting: Wednesday, June 1, 2022 at 6 pm

Games in the Park event: Saturday, June 4 (rain date June 5) at 1 pm in Library Park