

William B. Ogden Free Library  
Board of Trustees Meeting  
January 21, 2020

Attending: Bus. Manager, Sheryl Edwards; Pres. Robbie Jean Rice; Members- Glenn Miller; Kathy Harby; Jim Kane; Lynda Preiser; Jessica Backus-Foster; Rachel James; Matt Chambers; Mary Doig; Scribe-Kyrra Howard

Meeting was called to order at 7:50 pm by Pres. R. Rice.

M. Doig and M. Chambers gave brief introductions of themselves to the rest of the attendees. Then the officers were reelected with a motion, second, and approval of R. Rice as President, G. Miller as VP, L. Preiser as Secretary, and S. Gregory as Finance Officer.

The Secretary's report of the Nov. 2019 meeting was read by Lynda and accepted.

A motion was made to elect Kyrra Howard as scribe to the board until L. Preiser's hand heals, approximately 1 year. This was second and approved.

The business manager's report was submitted by S. Edwards.

J. Haggerty gave an update on the Grant Rogers project, which included a view of the website with background and past events, a video, and announcement of an upcoming interview.

H. Johnson's Director's Report was read by R. Rice. A few items include the updating the policies, a staff trip to NYC to the Society of Illustrators Conference, Vina Byrne reducing her hours to Saturday and Amber Buel being hired to cover her hours, Penny Wyman continuing to clean, some upcoming events were revealed, and it was announced that April Epps, Children's Librarian, is pregnant. A motion was made to retroactively hire Amber Buel, since she was hired after the last board meeting, which was second and approved. L. Preiser will be helping to plan a party for Vina's 25th anniversary of working at the library. A motion was also made, second, and approved for a maximum of \$500 each to go towards self-defense and active-shooter training for the library staff.

The Conflict of Interest Policy and the Code of Ethics were passed around and signed by board members.

J. Backus-Foster posed a few questions to do with the Director's report. The first was to do with whether or not the staff development funding needed to be brought before the board for approval. R. Rice said, they do, and will be brought before the board in the future when possible. J. Backus-Foster also asked if there is a plan in place for April's maternity leave. R. Rice said that Heather and April are in the

process of planning for her leave, including making sure Summer Reading is covered.

The Grounds and Buildings report was given by G. Miller. This includes the upstairs board room and fixing the problems they have been finding. J. Backus-Foster asked if there were plans to update the technology in the board room. It was decided that they would table it for a later discussion. G. Miller went on to talk about the plans to sheetrock the vaulted ceiling. A motion was made to allow G. Miller permission to authorize moving ahead with the board room work, which was second and passed. Future construction topics were brought up such as removing the paneling in the staircase and installing a sprinkler system.

The committee assignments, future board meeting dates, and a library trustee orientation opportunity were passed out. See attached. Also board member contact information was updated.

The meeting adjourned at 9:03pm after a motion was made, seconded and passed.

The next meeting is Mar. 24, 2020 at 7pm.

Respectfully submitted,  
Lynda Preiser, Secretary  
Kyrra Howard, Scribe