

William B. Ogden Free Library
Board of Trustees Meeting- Zoom
November 17, 2020

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

Meeting was opened at 7:04PM by Pres. R. Rice.

The September meeting minutes were approved after a motion from J. Kane and second from G. Miller. The special October meeting minutes were accepted after a motion from M. Doig and K. Harby seconded the motion.

S. Edwards gave a brief update on the library finances, including that she received the check from the Walton Central School. She moved \$25,000 from the Morgan Stanley account to help with cash flow through the end of the year. Also, the Niche Academy Homelessness Training has been paid for. A motion was made to approve the report by L. Preiser, seconded by M. Doig, and carried.

H. Johnson sent out her Director's report and thanked the board for approving her attendance at the NYLA Conference, which provided lots of good ideas. H. Johnson said that performance reviews went well, after giving staff a self-evaluation and allowing for two-way communication. Staff have set goals for themselves, while the director requests that staff help with program planning in their areas of interest. This past month there have been 21 new patrons and clerk Sharon LaPierre is working on collecting our data to provide charts and graphs of the information. Previous events such as the Big Book Giveaway and Halloween Outdoor Open House have gone well. It was also discussed that we still cannot host indoor events, especially with the number of cases rising in the area.

G. Miller sent his report and mentioned that construction is proceeding and that the alarm system has gone off with all of the dust upstairs from the project.

J. Haggerty discussed the Grant Rogers project and an upcoming virtual event on December 12th at 7PM. They have a recording of a big influence to Grant Rogers music. He also mentioned that they are trying to do more collaborations, such as the Catskill Folk Connection.

The 2022 budget was next on the agenda. The finance committee has been hard at work on it and we will be asking for a 1.5% increase. S. Gregory calculated a 6% increase in staff payroll. Taken off the budget was income from book sales. A motion was made by J. Kane, seconded by K. Harby, and approved. The budget will be brought up for adoption at the January meeting.

H. Johnson and Steve Bachmann previously discussed the need for a long range plan. She put together a plan and we will be adding to the plan once we can get more community input. Things that are on the list now are becoming ADA compliant, changing the distance between shelves and changing the circulation desk. J. Haggerty suggested that we add more collaboration projects when we add to the plan in the future. H. Johnson would like to see how the library can help fill the needs of the community, and R. Rice suggests we set up a table at Big M when COVID slows down to talk to the community about the library. Also to be added are updates to the exterior grounds, such as moving plants and trying to cover the air conditioning units. J. Backus-Foster brought up the security of the front desk, and H. Johnson said that she hopes to install a new circulation desk, renovating and relocating the desk. A motion was made by R. James and seconded by L. Preiser, approved and adopted.

The meeting went into executive session at 8:01PM. Executive session ended

Our next meeting will be January 26th at 7PM on Zoom.

Respectfully submitted,
Lynda Preiser, Secretary
Kyrra Howard, Scribe