

William B. Ogden Free Library
Board of Trustees Meeting
Nov 19, 2019

Attending: Dir.-Heather Johnson; Bus. Mang.-Sheryl Edwards; Pres.-Robbie Jean Rice, Members- Glenn Miller; Lynda Preiser; Sandy Gregory; Rachel James; Jim Haggerty; Jim Kane; Glenn Miller; Jessica Backus-Foster.

Meeting was called to order at 7:30 pm by Pres. R J Rice.

The Secretary's report of the Oct. 8, 2019 meeting was read and accepted as corrected.

The business manager's report was submitted by Sheryl Edwards. See attached. Total assets \$2,102,544.74. Cash balance in checking on 10/31 \$25,991.23. Morgan Stanley \$1,428,289.82. Community Bank Trust, Van Breeman \$553,928.58. Community Bank Checking, Van Breeman \$76,128.68. Wayne Bank Passbook Savings \$18,206.43.

The Grounds and Buildings report was submitted by G. Miller. See attached.

The exterior renovation project is 75% complete. Spending is at \$239K of which \$177,384 is grant money. WBOFL will spend an additional \$78K before completion. We are awaiting \$1,125. from the Village of Walton for sidewalk repair. We will hand deliver a second request to the Village Board. Our existing fire alarm system is inadequate and the security system is out of date. We have contacted Fyr-Fyter of Oneonta for an estimate of \$10,000 to replace both systems. A motion was made, seconded and passed to hire Fyr-Fyters to improve and replace the security and fire protection system.

The Grant Rogers project report was submitted by J. Haggerty. See attached.

Activities began in 2014 and continue until present. The committee will meet soon to plan next years projects. All project expenses were covered by grants, donations and monies from the Hanford Trust and the original goals were met.

Director's Report- submitted by Heather Johnson. See attached.

Highlights: Her activities are noted. WBOFL was awarded and additional \$2000 in Senate Bullet Aid. Past programing and future programs are described. A motion was made, seconded and passed to hire Penny Wyman as part-time library custodian through January. A motion was made, seconded and passed to purchase 3 new circulation computers for \$2,635.80. Motions were made, seconded and passed to adopt the following policies: Animals in the Library; Code of Ethics; Conflict of Interest; Patron code of Conduct and Unattended Child.

The State Historic Association will visit the Library, Walton Theatre and other historic buildings in the near future.

Director Johnson submitted a proposed budget for 2021. See attached. The total is \$217,995.00

The Margaret Bailey Estate will award the WBOFL \$10,000 in 2020.

At 9:10 pm, a motion was made, seconded and passed to conduct an Executive Session meeting to discuss financial issues.

At 9:20 a motion was made seconded and passed to adjourn the Executive session and return to the regular meeting.

A motion was made, seconded and passed to award year end bonuses to 7 Library staff totaling \$1,800. The amount given to each is dependent on longevity of years employed.

A motion was made, seconded and passed to award raises to 9 Library Staff beginning Jan.1, 2020 for the total of \$21,036. This is a 13% raise.

The meeting adjourned at 9:25 pm after a motion was made, seconded and passed.

The next meeting is Jan. 21, 2020 at 7pm.

Respectfully submitted,
Lynda Preiser, Secretary