

William B. Ogden Free Library
Board of Trustees Meeting
July 23, 2019

Attending: Dir.-Heather Johnson; Bus. Mang.-Sheryl Edwards; Members-Glenn Miller; Kathy Harby; Lynda Preiser; Sandy Gregory; Rachel James; Jim Haggerty; Judy Wildenstein

Meeting was called to order at 7:00 pm by Vice Pres. G. Miller.

The Secretary's report of the May 24, 2019 meeting was accepted as corrected.

The business manager's report was reviewed as submitted by Sheryl Edwards. Total assets- \$2,208,488.30 Cash balance in checking- \$6,690.87. Morgan Stanley- \$1,400,700.25. Community Bank Trust, Van Breeman- \$544,511.62. Community Bank Checking, Van Breeman -\$134,923.86. Wayne Bank Passbook Savings- \$121,661.70. See attached reports. The insurance coverage on the library building will remain the same.

The Grounds and Buildings report was submitted by G. Miller. See attached. The roof project was completed on June 30. Lamp posts and bollards are expected to arrive in July. We have not received information about the grant approval for this project. The proposals are at the Dormitory Authority. Windows and Doors are being removed and refinished. The benches and bluestone have been ordered. BE Finishing Touch will install the bluestone. The Village of Walton will contribute \$1125 towards the sidewalk. The railings for the emergency exit have been ordered and a 50% down payment applied to the cost.

The Grant Rogers project report was given by J. Haggerty. On Sun. Oct 27 at 2 pm at the Delaware County Historical Society (DCHS) an informational program about the Grant Rogers project including music from Ira MacIntosh will occur. It will be video recorded. On Thur, June 20 at 6:30 pm at the Library, Jim Kimball gave a lecture/workshop. 32 people attended. Jim Haggerty hosted a gathering at his home afterwards. Jessica Vecchioni video recorded the event that will be archived and will be on the Grant Rogers website. J. Haggerty met with Jessica to discuss using social media to advertise various events at the theater, MOD and the library. Funding from the Hanford Grant will be used to edit workshops given by Kathy Shimberg and Dave Ruch.

Director's Report-Heather Johnson.

See attached report. Highlights:

H. Johnson attended a Narcan and a CRP training, Hanford Trust Meeting, 4CLS annual meeting, visited Uplands Center and the farmer's market cookbook exchange. The library was a site for the Walton Art Walk. The library will receive

a one time \$2000 gift from Senator Jan Metzger for program support. Programming highlights and May –June statistics were reviewed. Immediate considerations include approving the Personnel policy Manual/Job Descriptions, the Hiring Procedures and personal issues.

The Director recommended terminating the employment of a staff member. A lengthy discussion ensued regarding the dismissal of this employee. There was a motion made, seconded and carried to support the recommendation of the Director to give a termination of employment letter to this employee.

A motion was made, seconded and carried to conduct an Executive Session meeting to discuss a personnel issue.

A motion was made seconded and passed to adjourn the Executive session and return to the regular meeting

A motion was made, seconded, discussed and carried to award the Director, H. Johnson, a \$500 bonus for the extra time worked in the past months.

A motion was made, seconded, discussed and carried to increase the Director's hours from 30 per week to 34 per week. Her hours will be increased to 36 hrs if medical benefits are not required.

L. Preiser will consult with Joe Eisen from the Library Trustees Association of NY about the protocol for hiring new employees and whether employees working over 34 hrs per week must be given medical benefits by our library.

The meeting adjourned at 9:40 pm after a motion was made, seconded and carried.

The next meeting is Oct. 8, 2019 at 7pm.

Respectfully submitted,
Lynda Preiser, Secretary