

William B. Ogden Free Library
Board of Trustees Meeting
September 27, 2022

Attending: Robbie-Jean Rice, Jessica Backus-Foster, Natalie Cramer, Mary Doig, Sandra Gregory, Jim Haggerty, Rachel James, Heather Johnson Director, Sheryl Edwards Business Manager, Sharon LaPierre Scribe. Absent: Tom Austin, Kathy Harby

Meeting was called to order at 7:02 PM by R.Rice

Secretary's Report was reviewed by R. Rice. R. James made a motion to approve the July 26 minutes with the addition of her name to those having attended, seconded by M. Doig, and approved.

Business Manager's report was given by S. Edwards.

The Finance Committee report was reviewed by S. Gregory. Motion to approve the Purchasing Policy was made by J. Backus-Foster, seconded by N. Cramer, and approved. Motion to approve the Preferred Vendor list with the addition of the three independent contractors, Larry Govendo, Shannon McCall, and Flossie Curtis was made by J. Backus-Foster and seconded by R. James, and approved.

The Grant Rogers Committee report was given by J. Haggerty.

The Nominating Committee report was given by R. James. Motion to approve Recruitment Guidelines and Board Member questionnaire as corrected was made by M. Doig, seconded by J. Backus-Foster, and approved.

The Administrative Committee Report was reviewed by R. Rice. Motion to approve job descriptions of Marketing Coordinator and Collections Services Librarian was made by R. James, seconded by J. Backus-Foster, and approved.

Director's Report was given by H. Johnson.

New Business

- M. Chambers and D. Maguire tendered their resignations by letter. Motion to accept resignation of M. Chambers, D. Maguire was made by R. James, seconded by M. Doig with regrets, and approved.
- M. Chambers resignation leaves the Vice President position open. R. James nominated M. Doig as Vice President, seconded by N. Cramer, and approved.
- Changes in NYS Open Meeting laws required the adoption of two new procedures. Motion to adopt Open Meetings Law Extraordinary Circumstances

Resolution and Open Meeting Law Video Conferencing Procedures was made by R. James, seconded by M. Doig, and approved.

Discussion of the Internal Board Review was facilitated by R. Rice. All board members contributed their thoughts on the results with emphasis on Board Development.

Long Range Planning Committee to begin drafting Long Range Plan, meeting will be October 25 5pm.

Spend the Day in Walton is November 26. J. Backus-Foster volunteered to assist with book sale.

Upcoming Board Meeting

- November 22, at 7:00 PM

Adjournment Motion to adjourn by R. James, seconded by J. Haggerty, and approved.