

William B Ogden Free Library

Board of Trustees Meeting

November 22, 2022

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

Guests: Jane Contello, Judith Winter, Candace Morgan

Meeting was called to order at 6:59 PM by R.Rice.

Introduction of Prospective Members: Board members introduced themselves and explained why they volunteer with the Library. Prospective members introduced themselves and explained why they were interested in joining the Board.

Public Comment: no public comments

Secretary's Report was reviewed by R. Rice. Motion to approve the September 27, 2022 minutes as corrected was made by N. Cramer, seconded by M. Doig, and approved.

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

Director's Report was reviewed by R. Rice. Motion to approve appointment of E. Ogden as Marketing Coordinator was made by J. Backus-Foster, seconded by K. Harby, and approved.

Finance Committee report was given by T. Austin. S. Gregory discussed transition to new accounting system, explained Quickbook budget line items, and discussed how to allocate funds for line items. T. Austin reported on cost of independent audit and possible alternate ways to review Library finances.

Building and Grounds report was given by R. Rice. Broken bluestone sidewalk sections will be replaced in the spring along with repairs to the Gardiner St. entry ramp. The Gardiner St. entry ramp has been patched temporarily. The bluestone walkway on North St. has been extended to the curb for accessibility.

Nominating Committee report was given by R. James. Motion to approve Vicki O'Brien to serve the remainder of Danielle Maguire's term was made by R. James, seconded by J. Backus-Foster, and approved. Motion to accept resignation of Jim Haggerty was made by M. Doig, seconded by N. Cramer, and approved.

Grant Rogers Summer Music report was given by R. Rice.

Review of Preliminary Budget for 2024. Explanation of school tax and library funding process for benefit of prospective members was given by R. Rice. S. Gregory explained preliminary 2024 budget and projected income sources for 2024. There was a discussion of school tax levy for upcoming tax year.

There was a motion to enter Executive Session to discuss staff compensation made by T. Austin, seconded by R. James, approved and entered at 8:29 PM. Motion to return from executive session made by T. Austin, seconded by R. James, approved and returned at 8:44 PM. No motions were made during the Executive Session.

There was a review of the constitution and by-laws by R. Rice and a discussion of possible reduction of the number of board members.

Motion to Adjourn was made by R. James, seconded by K. Harby, and approved at 8:50 PM.

Next meeting: January 24, 2023 7PM