

William B Ogden Free Library

Board of Trustees Meeting

May 28, 2024

Attending: Tom Austin, Hoss Banaja, Natalie Cramer, Mary Doig, Oliver Fassler, Meredith Hammerslag, Rachel James, Jackie Malaret, Vicki O'Brien, Chris Ogden, Jessica Reed, Heather Johnson *Director*, Jessica Woodcock *Business Manager*, Sharon LaPierre *Scribe*.

Public Attendees: Amy Cesarano, *Morgan Stanley Investment Advisor*

Meeting was called to order at 7:03 PM by M. Doig.

Public Comment: No comments

Amy Cesarano from Morgan Stanley gave a report regarding the Library's investment portfolio.

The Secretary's Report was given by J. Reed.

- Motion to approve the March 26, 2024 minutes as presented was made by R. James, seconded by V. O'Brien, and approved.

The Business Manager's Report was given by T. Austin.

- Motion to approve the Check Detail Report as presented was made by M. Hammerslag, seconded by N. Cramer, and approved.

The Director's Report was given by H. Johnson.

M. Hammerslag left the meeting after the Director's Report.

- Motion to approve the appointment of Jessica Woodcock as Business Manager was made by H. Banaja, seconded by R. James, and approved.
- Motion to approve the appointment of Aurora Siniscalchi as Marketing Coordinator and Clerk was made by N. Cramer, seconded by C. Ogden, and approved.

The Administrative Committee Report was given by V. O'Brien.

- Motion to approve the revisions to Library Program Policy was made by R. James, seconded by J. Reed, and approved.
- Motion to approve the Public Comment Policy was made by R. James, seconded by V. O'Brien, and approved.
- Motion to approve the Protest Policy with revisions as discussed was made by N. Cramer, seconded by T. Austin, and approved.

The Crisis Communication Plan was discussed and was sent back to the Administrative Committee for redrafting.

- Motion to approve the Workplace Safety/Violence & Bullying Prevention Policy with revisions as discussed was made by R. James, seconded by T. Austin, and approved.
- Motion to approve the Jury Duty Policy was made by R. James, seconded by N. Cramer, and approved.

There was a discussion regarding the inclusion of a new section to the Long Range Plan for Financial Viability.

- Motion to add an additional financial category to the Long Range Plan was made by R. James, seconded by H. Banaja, and approved.

The Finance and Administrative Committees will work together to develop this section of the Long Range Plan.

The Building and Grounds Committee Report was given by N. Cramer.

The Finance Committee Report was given by T. Austin.

The Nominating Committee Report was given by R. James.

An update of the Community Inclusion Committee was given by T. Austin and M. Doig.

There was a discussion of the Corporate Resolution regarding the authority to sign checks, and access the banking and investment accounts.

- Motion to approve the Corporate Resolution was made by R. James, seconded by O. Fassler, and approved.

There was a discussion of recent correspondence with the Library.

- Motion to make a donation to the Walton Dollars for Scholars was made by N. Cramer, seconded by J. Reed, and approved, with R. James abstaining.
- Motion to make the donation in the amount of \$250 as budgeted to the Walton Dollars for Scholars was made by T. Austin, seconded by V. O'Brien, and approved.

Motion to Adjourn was made by N. Cramer, seconded by V. O'Brien, and approved at 8:41 PM.

Next meeting: July 23, 2024 at 7pm