

William B Ogden Free Library  
Board of Trustees Meeting  
September 24, 2024

Attending: Tom Austin, Hoss Banaja, Mary Doig, Rachel James, Jackie Malaret, Chris Ogden, Jessica Reed, Heather Johnson *Director*.

Absent: Natalie Cramer, Meredith Hammerslag, Vicki O'Brien.

Meeting was called to order at 7:00 PM by M. Doig.

Public Comment: No Comments

Executive Session: Personnel matter

- Motion to convene Executive Session was made by T. Austin at 7:04 PM, seconded by H. Banaja and approved.
- Motion to exit Executive Session was made by R. James at 7:18 PM, seconded by J. Malaret and approved.

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

- Motion to approve the July 23, 2024 minutes as presented was made by T. Austin, seconded by M. Doig, and approved.

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

- Motion to approve the Check Detail Report as presented was made by J. Malaret, seconded by T. Austin, and approved.

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

- Motion to appoint Marie Dutcher as Business Manager was made by H. Banaja, seconded by C. Ogden, and approved.

The Administrative Committee Report was given by M. Doig.

- Motion to accept the Privacy Statement was made by J. Malaret, seconded by H. Banaja, and approved.
- Motion to accept the Website Policy was made by H. Banaja, seconded by T. Austin, and approved.

The Buildings and Grounds Committee Report was given by H. Banaja.

- The Upcoming Building Conditions Survey was discussed.

The Finance Committee Report was given by T. Austin.

- Motion to accept the Investment Policy as amended by changing, ETF to Exchange Traded Fund, was made by T. Austin, seconded by C. Ogden and approved.
- Motion to accept the Corporate Resolution was made by T. Austin, seconded by R. James and approved, with H. Johnson abstained.

The Nominating Committee Report was given by R. James.

- The Nominating Committee will meet with a potential Board Member candidate.

Old Business:

- Trustee continuing education and the annual sexual harassment training requirements were discussed.
- Public outreach activities were discussed.

New Business:

- Motion to allow the library to be closed additional days around Christmas and New Year's as follows, Tuesdays, December 24 and 31 was made by T, Austin, seconded by H. Banaja, and approved.
- Discussion regarding staff compensation for those days was deferred to the administrative committee to propose a recommendation.

Motion to Adjourn was made by R. James, seconded by H. Banaja, and approved at 8:45 PM.

Next Meeting: November 26, 2024 at 7 PM.

- Guest Presenter: Paul Wood