

William B Ogden Free Library
Board of Trustees Meeting
November 26, 2024

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

Absent: Natalie Cramer, Vicki O'Brien

Meeting was called to order at 6:30 PM by M. Doig.

Guests: Paul Wood and Adam Niebanck of Community Bank

- Paul Wood and Adam Niebanck of Community Bank gave an update of the Nottingham Trust portfolio and an updated investment policy.

Public Comment: None

Executive Session: Holiday Pay, Bonuses.

- Motion to convene Executive Session was made by T. Austin at 7:06 PM, seconded by R. James, and approved.
- Motion to exit Executive Session was made by T. Austin at 7:45 PM, seconded by J. Malaret, and approved.

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

- Motion to approve the September 24, 2024 minutes as presented was made by R. James, seconded by C. Ogden, and approved.

The Business Manager's Report was given by M. Dutcher.

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

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

- Motion to appoint Kim Poulin as Youth Services Coordinator was made by T. Austin, seconded by J. Malaret, and approved.

The Administrative Committee Report was given by M. Doig.

- By-Law Revisions were discussed.
- Formation of an Executive Committee was discussed.
- Motion to approve Holiday Pay for December 24 and 31, was made by H. Banaja, seconded by J. Malaret, and approved.
- Motion to approve end of year bonuses commensurate with length of employment, was made by T. Austin, seconded by R. James, and approved.

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

- Accessible circulation desk and door latches were discussed.

The Finance Committee Report was given by T. Austin.

- First look at the proposed 2026 Budget.
- Motion to adopt the revised 2025 Budget was made by R. James, seconded by H. Banaja, and approved.

The Nominating Committee Report was given by R. James.

- Motion to appoint Janet Merrill to the Board of Trustees was made by R. James, seconded by M. Doig, and approved.

Old Business:

- The second Trunk-Or-Treat participated in was discussed.

New Business:

- A recent correspondence and gift from The Uplands Center was discussed.

Motion to Adjourn was made by C. Ogden, seconded by R. James and approved at 8:32 PM.

Next Meeting: Annual/Regular meeting, January 28, 2025 at 7 PM.