William B. Ogden Free Library
Board of Trustees Meeting Minutes
May 26, 2026

Attending: Hoss Banaja/ *Finance Officer,* Mary Doig/ *President,* Marie Dutcher/ *Business Manager,* Dotti Kruppo, Jackie Malaret, Venus Melo, Vicki O'Brien/ Vice President, Chris Ogden, Jessica Reed/ *Secretary,* Heather Johnson/ *Director,* Dana Plaud.
Absent: Jenny Kilpatrick/ Excused, Janet Merrill/ Excused.

The meeting was called to order at 7:01 PM by M. Doig.

Adoption of Agenda: Motion made by J. Malaret, seconded by D. Kruppo and approved.

Brief discussion from M. Doig/ *President,* regarding the passing of the budget and the annual dinner.

Public Comment: None.

The Secretary's Report was given by J. Reed.
- Motion to approve the March 24, 2026 minutes as presented was made by D. Kruppo, seconded by V. O'Brien and approved.

The Business Manager's Report was given by M. Dutcher.
- Budget vs. Actual was discussed.
- Statement of Financial Position was discussed.
- Motion to approve the Check Detail Report as presented was made by H. Banaja, seconded by J. Malaret, and approved.

The Director's Report was given by H.Johnson.
- Motion to approve the Annual Report to NYS was made by D. Kruppo, seconded by V. Melo, and approved.

The Administrative Committee Report was given by V. O'Brien.
- Change in staff hours was discussed.
- Patron Code of Conduct was discussed.

The Board Development Committee Report was given by J. Reed.
- A reminder to complete board member continuing education requirements was discussed as well as opportunities to do so.
- A mini training on the topic of the Collection Development Policy was presented by H. Johnson.

The Buildings and Grounds Committee Report was given by H. Banaja.
- The current masonry project, HVAC and carpet tile repairs were discussed.

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The Finance Committee Report was given by H. Banaja.
- New tax preparation company progress was discussed.
- Investment firms were discussed.

M. Dutcher/ *Business Manager*, exited the meeting at 7:46 PM.

H. Johnson/ *Director,* exited the regular meeting at 7:48 PM.

Executive Session: Change in Staff Hours, Staff Bonuses.
- Motion to convene Executive Session was made by J. Malaret at 7:49 PM, seconded by D. Kruppo, and approved.
- Motion to exit Executive Session was made by V. Melo at 8:09 PM, seconded by D. Kruppo, and approved.

Regular Session: Motion to reconvene regular session was made by V. Melo at 8:09 PM, seconded by D. Kruppo, and approved.

H. Johnson/ *Director* reentered the regular meeting at 8:10 PM.

Change in Staff Hours.
- Motion to approve an increase of six hours from fourteen hours to a total of twenty hours, beginning in July 2026, for Tara Vitti/ *Marketing Coordinator,* was made by V. O'Brien, seconded by J. Malaret, and approved.
- Motion to approve $7,000.00 for staff bonuses for 2026 was made by H. Banaja, seconded by J. Malaret, and approved.

Old Business: None.

New Business: None.

Other Business: None

Motion to adjourn was made by J. Malaret at 8:15 PM, seconded by H. Banaja, and approved.

Next Meetings:
- July 28, 2026 at 7 PM.
- September 22, 2026 Regular meeting/ Staff andTrustee Dinner