Ogden Farmers' Library

Board of Trustees Meeting

Agenda Feb. 19th, 2026 at 6:30pm in the Library meeting room

1. Call to Order / Agenda Changes **(ACTION REQUIRED)**
2. Action on Minutes **(ACTION REQUIRED)**
3. Public Comments - rules: Remarks are limited to 3 minutes. Remarks must be addressed to the entire board. Remarks must contain no personal attacks. The board does not respond during the comments section.
4. Correspondence
5. Friends Report: Vice-President Tague
6. President's report: President Hinkley
7. Treasurer's Report: Treasurer Messoloras **(ACTION REQUIRED)**
8. Director's Report (with Librarians' reports)
    a. Personnel Report **(ACTION REQUIRED if changes)**
9. Unfinished Business
    a. Policy review – meeting room use policy **(ACTION REQUESTED)**
    b. Collection event policy **(ACTION REQUESTED)**
10. New Business
    a. Confirm new terms for trustees Britton, Holley, and Tague **(ACTION REQUIRED)**
    b. December 24, 2026 **(ACTION REQUESTED)**
    c. Tummonds Fund report **(ACTION REQUIRED)**
    d. Conflict of Interest forms **(ACTION REQUIRED)**
    e. Collection development policy **(ACTION REQUESTED)**
11. Public comments – rules as above
12. Executive session if needed
13. Motion to Adjourn **(ACTION REQUIRED)**

Upcoming meetings:

Board of Trustees Meeting will be Thursday, March 19th, 2026 at 6:30pm in the library meeting room.

Library Jargon at-a-glance

ALA: American Library Association, advocates and lobbyists for the library industry.

AV: Audio-visual material, non-book materials such as video and audio cassettes, DVDs, CD-ROMs, CDs, records and slides.

CARL: Our Integrated Library System (See ILS)

Catalog: A listing of all the materials a library holds (sometimes called OPAC).

CIPA: Children's Internet Protection Act: A law that aims to protect children from pornographic sites. Library funding can be tied in to compliance.

Database: An electronic collection of data that can be searched in a systematic way.

Dewey Decimal system: The system of classifying library materials used in our library. The system allows books on a similar subject matter to be shelved near to each other, so that you can browse the collection according to your interests or needs.

ILL: Interlibrary Loan service which allows the Library to borrow or obtain items from other libraries.

ILS: Integrated Library System – the computer software that allows us to check in, renew, etc.

ISBN: International Standard Book Number. Books published since 1969 have one of these unique identifying numbers.

Journal: A print or electronic information source that is published at regular intervals under the same title. Sometimes journals may also be known as serials/ periodicals/ magazines.

MARC: The accepted standard for library records on computers.

Metadata: Data about data.

MLS: Masters in Library Science degree. The degree that one earns to be a librarian.

NYLA: New York Library Association.

OCLC: Online Computer Library Center. A library cooperative dedicated to providing access to information. They operate WorldCat.

OPAC: Stands for 'Online Public Access Catalog', how the public accesses our catalog.

RRLC: Rochester Regional Library Council – a cooperative of all libraries of all types in the Rochester area.

WorldCat: A catalog of library holdings around the world.

Draft Ogden Farmers' Library

Board of Trustees Meeting

November 20, 2025, at 6:30pm in the Library meeting room

Present	Excused	Also Present
Alex Hinkley (Pres)	Kathleen Britton	John Cohen (Library Director)
Linda Tague (VP)	Rachael Holley	Ellen Robillard
Susan Reeves (Sec)		Terri Monsees
Nick Messoloras (Treas)		
Laura Gannon		
Sharon Stevens		
Amy Holko		

1) Call to Order / Agenda Changes

- Alex called the meeting to order at 6:30pm.

2) Action on Minutes

- MOTION to accept minutes of October 16, 2025, with changes was made by Nick, seconded by Laura and approved unanimously.

3) Public Comments

- Laura Robillard, Ogden Resident, Town of, Ogden Democratic Committee Leader

- Laura had questions regarding the OFL Metting Room Use Policy's wording with respect to "Political meetings are acceptable at the discretion of the Director for the discussion of issues but not for campaign purposes, party, caucuses, and the like." She was asking for the BOT to consider looking at the Policy to make it amenable, for example, to political party committee meeting usage. She indicated that there are few free available public meeting spaces and that there are Public Libraries in Monroe County that provide for this.

4) Correspondence - None

5) Friends Report: (Linda) – Please find report included in Board Packet for November.

- This year's book sale brought in a record total of over $4,700

6) President's report: (Alex) - None

7) Treasurer's Report: (Nick)

- The balance sheet shows total assets at $1.46 million.

- Total Liabilities and Equity on track with 2024.

- MOTION to approve Warrant was made by Amanda, seconded by Linda and approved unanimously.

8) Annual Organizational Meeting:

- MOTION to enter Annual Organizational Meeting at 6:47pm was made by Nick, seconded by Susan and approved unanimously.

(a) Election of Officers

§ the 2026 Officers are Alex as President, Linda as VP, Nick as Treasurer and Amanda as Secretary.

§ Susan submitted her resignation, her term to be concluded December 31, 2025.

(b) Review of Meeting information provided in Board Packet.

· I. Officers for 2025

President – Alex Hinkley

Vice President – Linda Tague

Treasurer – Nick Messoloras

Secretary – Susan Reeves

· II. Authorized signers for payment vouchers – Board members are Alex, Linda and Nick. Staff are John Cohen and Kate Vreeland.

- MOTION to approve elections and decisions made during the Annual Organizational Meeting and to leave Meeting at 6:57pm was made by Laura, seconded by Nick and approved unanimously.

9) Director's Report (with Librarians' reports) – Please find reports included in Board Packet for November.

(a) Personnel Report – None

10) Unfinished Business

a) Policy review – Meeting Room Use Policy

- MOTION to table the discussion for time to consider the Public Comments brought to the BOT earlier this evening until January 15,2026 was made by Linda, seconded by Nick and approved unanimously.

11) New Business

a) Staff luncheon – will occur December 9th at noon. Board members will work in the Library so the Staff can enjoy this time.

b) December 5, 2025 – MOTION to close at 7pm the evening of the Town Christmas Celebration was made by Laura, seconded by Amanda and approved unanimously.

c) Collection Event Policy – MOTION to table discussion until January 15, 2025 was made by Amy, seconded by Nick and approved unanimously.

12) Public comments – None

13) Executive session

- John and Terri were asked to leave the meeting.

- MOTION to enter Executive session at 7:36pm to discuss staff positions and vote on prospective Board member was made by Amanda, seconded by Nick and unanimously approved.

- The BOT unanimously voted to receive Terri Monsees as a new Board member to complete the term of Susan Reeves through December 31, 2027.

- MOTION to exit Executive session at 8:12pm was made by Amy, seconded by Sharon and approved unanimously.

- John was invited back into the meeting and told that the Board approved his compensation for 2026 to be $86,069.02. This reflects a 4% raise.

14) Motion to Adjourn

- MOTION to adjourn at 8:12pm was made by Linda, seconded by Amy and approved unanimously.

Upcoming meetings:

Board of Trustees Meeting will be Thursday, January 16,2025 at 6:30pm in the Library meeting room.

Respectfully submitted by Susan Reeves

Friends report for January 2026:

This information was provided by Paula Yandow-Reily, Friends' president.

Last year the Friends' core group focused on three things:

- Blind Date with a Book sale
- Canal Days
- Firming up procedures and running the Book Sale

Narrowing their focus to these three efforts where the Friends could definitely provide support to the library have proven to be worthwhile endeavors.

The Blind Date with a Book continued its trend of pulling in a little more money than the year before with minimal expense. As John Cohen has said, without the Friends the Library could not have participated in Canal Days– which, despite the heat, is an important community outreach, especially for families. The Book Sale also continued the upward trend bringing in more money than the year before and based on the few boxes of books left over was a big success.

Last month a few members met and wrapped 35 or 40 books for the Blind Date with a Book promotion scheduled to start in mid-January. She will be checking in to be sure all is well and they have what they need for the display.

When they meet in January, they will take a look back with John and see if they want to make any changes. For example…

- Blind date with a Book for kids- maybe over the summer, as a companion project with the Summer Reading program ?
- Last year the wrapped books were a big hit at Canal Days, so they are hoping to do that again with more kids' books.
- Regarding the Book Sale
    - Do they want to add on a raffle?
    - Maybe this year they could also offer (for a special price) a "mystery bag of books" or "blind bag" i.e a curated surprise collection of books, featuring a specific genre such as mystery, romance, or sci-fi.
    - And maybe there are similar options for other formats like movies or music CDs?

The next meeting will be on Monday, January 26, 2026 at 6:30 p.m. in the library meeting room.

Friends report for February 2026:

This information was provided by Paula Yandow-Reilly, Friends' president.

Last year the Friends' core group focused on three things: Blind Date with a Book sale Canal Days Firming up procedures and running the Book Sale Narrowing their focus to these three efforts where the Friends could definitely provide support to the library have proven to be worthwhile endeavors. The Blind Date with a Book continued its trend of pulling in a little more money in 2025 than the year before with minimal expense and this year's sale seems to be going well. They also added some kids' books this year. The Friends are planning to use any remaining wrapped books as give-aways during Canal Days.

As John Cohen has said, without the Friends the Library could not have participated in Canal Days– which, despite the heat, is an important community outreach, especially for families.

The Book Sale also continued the upward trend bringing in more money than the year before and based on the few boxes of books left over was a big success. They might hold a raffle at the next sale (with the prize yet to be determined). In addition, they are considering (for a special price) offering a "mystery bag of books" or "blind bag" i.e., a curated surprise collection of books of a specific genre such as mystery, romance, or sci-fi. This might also work for other formats like movies or music CDs. The meeting originally scheduled for January was been postponed to Monday, February 23, 2026. It will be held at 6:30 p.m. in the study room of the library.

Linda Tague

Friends Liaison to the Library Board

Warrant November and December 2025

	Type	Date	Num	Name	Memo	Amount
Nov 25						
	Bill Pmt - Check	11/03/2025	ach	Key Bank	Credit card payment	-2,462.15
	General Journal	11/07/2025			1. Checks EFT for paycheck date	-14,048.61
	General Journal	11/07/2025			2. Payroll taxes EFT for paycheck date	-4,555.33
	General Journal	11/07/2025			1. Checks EFT for paycheck date - Paper Checks	-263.00
	Check	11/07/2025	eft	Asure Payroll		-198.85
	Bill Pmt - Check	11/10/2025	21506	B&T Adult Books	Books	-15.96
	Bill Pmt - Check	11/10/2025	21507	Blackstone Publishing	Audiobooks	-100.00
	Bill Pmt - Check	11/10/2025	21508	Cornell Cooperative Extension Monroe Coun	Program	-50.00
	Bill Pmt - Check	11/10/2025	21509	Demco-Equipment	Library supplies	-235.07
	Bill Pmt - Check	11/10/2025	21510	EBSCO Subscription Services	Periodicals	-1,791.67
	Bill Pmt - Check	11/10/2025	21511	Elan Bank Credit	Credit card payment	-139.95
	Bill Pmt - Check	11/10/2025	21512	Frontier - Telephone	Fax line	-72.82
	Bill Pmt - Check	11/10/2025	21513	Hoopla	Ebooks	-1,153.14
	Bill Pmt - Check	11/10/2025	21514	Ingram	Books	-3,929.46
	Bill Pmt - Check	11/10/2025	21515	Midwest Tape	CDs and DVDs	-344.86
	Bill Pmt - Check	11/10/2025	21516	Quill Corporation	Office supplies	-55.78
	Bill Pmt - Check	11/10/2025	21517	Sarah Trowbridge	Book keeping	-135.00
	Bill Pmt - Check	11/10/2025	21518	Taste of Home	Book	-33.46
	Bill Pmt - Check	11/10/2025	21519	Toshiba Business Solutions	Copier upkeep	-49.08
	General Journal	11/21/2025			1. Checks EFT for paycheck date	-13,723.87
	General Journal	11/21/2025			2. Payroll taxes EFT for paycheck date	-4,459.11
	General Journal	11/21/2025			1. Checks EFT for paycheck date - Paper Checks	-259.22
	Check	11/21/2025	eft	Asure Payroll		-59.30
	Check	11/29/2025		Asure Payroll		-202.35

	Check	11/30/2025			Service Charge	-323.93
	General Journal	11/30/2025			1. Checks EFT for paycheck date	-13,671.57
	General Journal	11/30/2025			2. Payroll taxes EFT for paycheck date	-4,423.99
	General Journal	11/30/2025			1. Checks EFT for paycheck date - Paper Checks	-175.02
Nov 25						-66,932.55
Dec 25						
	Bill Pmt - Check	12/01/2025	EFT	Key Bank	Credit card payment	-2,368.20
	Bill Pmt - Check	12/02/2025	21541	Antpak, Inc.	Program	-125.00
	Bill Pmt - Check	12/02/2025	21542	Blackstone Publishing	Audiobooks	-242.39
	Bill Pmt - Check	12/02/2025	21544	EBSCO Subscription Services	Periodicals	-133.16
	Bill Pmt - Check	12/02/2025	21545	Frontier - Telephone	Fax line	-82.70
	Bill Pmt - Check	12/02/2025	21546	Hoopla	Ebooks	-1,175.55
	Bill Pmt - Check	12/02/2025	21547	Ingram	Books	-2,412.81
	Bill Pmt - Check	12/02/2025	21548	Kapco	Office supplies	-213.14
	Bill Pmt - Check	12/02/2025	21549	Demco-Equipment	Library supplies	-46.61
	Bill Pmt - Check	12/02/2025	21550	Midwest Tape	CDs and dVDs	-60.74
	Bill Pmt - Check	12/02/2025	21551	Playaway	Audiobooks	-736.89
	Bill Pmt - Check	12/02/2025	21552	Quill Corporation	Office supplies	-24.45
	Bill Pmt - Check	12/02/2025	21553	Sarah Trowbridge	Book keeping	-120.00
	Bill Pmt - Check	12/02/2025	21554	Taste of Home	Book	-43.18
	Bill Pmt - Check	12/02/2025	21555	Toshiba Business Solutions	Copier upkeep	-51.08
	Check	12/15/2025	debit	Vanguard	Retirement	-979.56
	Check	12/15/2025	debit	Vanguard	Retirement	-984.94
	Check	12/15/2025	debit	Vanguard	Retirement	-992.94
	Bill Pmt - Check	12/16/2025	21557	Bene-Care, Inc.	Health insurance	-14,147.64
	Bill Pmt - Check	12/16/2025	21558	Blackstone Publishing	Audiobooks	-134.39
	Bill Pmt - Check	12/16/2025	21559	EBSCO Subscription Services	Periodicals	-16.01

	Bill Pmt - Check	12/16/2025	21560	Elan Bank Credit	Carbonite subscription	-799.99
	Bill Pmt - Check	12/16/2025	21561	Executive Carpet Cleaning	Carpet cleaning	-200.00
	Bill Pmt - Check	12/16/2025	21562	Ingram	Books	-149.12
	Bill Pmt - Check	12/16/2025	21564	Midwest Tape	CDs and DVDs	-215.92
	Bill Pmt - Check	12/16/2025	21565	Sarah Trowbridge	Book keeping	-90.00
	Bill Pmt - Check	12/16/2025	21566	Taste of Home	Book	-33.46
	General Journal	12/19/2025			1. Checks EFT for paycheck date	-13,727.84
	General Journal	12/19/2025			2. Payroll taxes EFT for paycheck date	-4,465.64
	General Journal	12/19/2025			1. Checks EFT for paycheck date - Paper Checks	-258.02
	Check	12/19/2025	eft	Asure Payroll		-536.96
Dec 25						-45,568.33

Warrant for January 2026

Type	Date	Num	Name	Memo	Amount
General Journal	01/02/2026			1. Checks EFT for paycheck date	-13,691.28
General Journal	01/02/2026			2. Payroll taxes EFT for paycheck date	-4,548.71
General Journal	01/02/2026			1. Checks EFT for paycheck date - Paper Checks	-622.05
Check	01/02/2026	eft	Asure Payroll		-202.35
Check	01/02/2026	eft	Asure Payroll		-162.92
Bill Pmt - Check	01/02/2026	ach1	Key Bank	Credit card payment; see statement	-5,201.60
Check	01/06/2026	debit	Vanguard	Retirement	-984.48
Bill Pmt - Check	01/06/2026	21576	Frontier - Telephone	Fax line	-82.56
Bill Pmt - Check	01/06/2026	21577	Hoopla	Ebooks	-1,237.32
Bill Pmt - Check	01/06/2026	21578	Ingram	Books	-2,451.46
Bill Pmt - Check	01/06/2026	21579	Midwest Tape	CDs and DVDs	-198.67
Bill Pmt - Check	01/06/2026	21580	Monroe County Library System	System costs	-15,672.50

Bill Pmt - Check	01/06/2026	21581	ProQuest	Ancestry database	-1,825.71
Bill Pmt - Check	01/06/2026	21582	Quill Corporation	Office supplies	-193.98
Bill Pmt - Check	01/06/2026	21583	Sarah Trowbridge	Book keeping	-105.00
Bill Pmt - Check	01/06/2026	21584	Sebco Books	Books	-185.69
General Journal	01/16/2026			1. Checks EFT for paycheck date	- 13,929.58
General Journal	01/16/2026			2. Payroll taxes EFT for paycheck date	-4,700.48
General Journal	01/16/2026			1. Checks EFT for paycheck date - Paper Checks	-717.31
Check	01/16/2026	eft	Asure Payroll		-8.84
Bill Pmt - Check	01/20/2026	21585	Bene-Care, Inc.	Medical insurance adjustment	-355.00
Bill Pmt - Check	01/20/2026	21586	Blackstone Publishing	Audiobooks	-127.99
Bill Pmt - Check	01/20/2026	21587	Ingram	Books	-4,042.56
Bill Pmt - Check	01/20/2026	21588	John Steffenhagen	Program	-50.00
Bill Pmt - Check	01/20/2026	21589	Kapco	Adhesives and tapes	-326.98
Bill Pmt - Check	01/20/2026	21590	MeganHarriff	Program	-100.00
Bill Pmt - Check	01/20/2026	21591	Midwest Tape	CDs and DVDs	-26.99
Bill Pmt - Check	01/20/2026	21592	Sarah Trowbridge	Book keeping	-105.00
General Journal	01/30/2026			1. Checks EFT for paycheck date	- 14,013.19
General Journal	01/30/2026			2. Payroll taxes EFT for paycheck date	-4,656.80
General Journal	01/30/2026			1. Checks EFT for paycheck date - Paper Checks	-409.46
Check	01/30/2026	eft	Asure Payroll		-8.84
Bill Pmt - Check	01/30/2026	21593	Jeffrey Miller	Program	-50.00
TOTAL					- **90,995.30**

Credit Card Transactions for November and December 2025

Central Bill
'0571966350836444

Account Name/Masked Account Number	Post Date	Reference Number	Merchant Description	Amount
FARMERS LIBRARY COMPANY O-*8244	11/3/2025	Payment	AUTO PAYMENT - THANK YOU	-2462.15
JOHN COHEN-*3258	11/25/2025	Seeds	SP 99HEIRLOOMS.COM SAINT PAUL MN	148.5
LEE COONEY-*2418	11/3/2025	Books	Scholastic, Inc. JEFFERSONCITY MO	756.4
LEE COONEY-*2418	11/6/2025	Membership	AMERICAN LIBRARY ASSOC CHICAGO IL	195
LEE COONEY-*2418	11/18/2025	Postage	USPS PO 3580700559 SPENCERPORT NY	61
LEE COONEY-*2418	11/18/2025	Programs	TOPS MARKET #453 SPENCERPORT NY	5.5
LEE COONEY-*2418	11/21/2025	Programs	BJS WHOLESALE #0075 WEBSTER NY	17.62
RAE EDWARDS-*1456	11/7/2025	Holiday give-away	DOLLAR TREE SPENCERPORT NY	16.2
OFL AMAZON-*6722	11/3/2025	Printer ink	AMAZON MKTPL*NK8VY1OI2 SEATTLE WA	189.34
OFL AMAZON-*6722	11/3/2025	Programs	AMAZON MKTPL*NK05U6840 SEATTLE WA	13.98
OFL AMAZON-*6722	11/6/2025	Paper	AMAZON MKTPL*BT3544370 SEATTLE WA	11.28
OFL AMAZON-*6722	11/6/2025	Programs	AMAZON MKTPL*BT6132ZB1 SEATTLE WA	10.69
OFL AMAZON-*6722	11/7/2025	Book	AMAZON MKTPL*BT8P75TI1 SEATTLE WA	10.31
OFL AMAZON-*6722	11/10/2025	Programs	AMAZON MKTPL*BT5YK7X50 SEATTLE WA	5.85
OFL AMAZON-*6722	11/10/2025	Books and Programs	AMAZON MKTPL*BT9GS4XC0 SEATTLE WA	139.07
OFL AMAZON-*6722	11/10/2025	Library supplies	AMAZON MKTPL*BT4AU4DF0 SEATTLE WA	26.48
OFL AMAZON-*6722	11/12/2025	Programs	AMAZON MKTPL*BT5WM1I31 SEATTLE WA	19.08
OFL AMAZON-*6722	11/14/2025	Office supplies	AMAZON MKTPL*B861S8CT2 SEATTLE WA	13.73
OFL AMAZON-*6722	11/14/2025	Library supplies	AMAZON MKTPL*B827T9CX2 SEATTLE WA	9.71
OFL AMAZON-*6722	11/14/2025	Office supplies	AMAZON MKTPL*B841X0MR0 SEATTLE WA	18.8
OFL AMAZON-*6722	11/17/2025	Office supplies	AMAZON MKTPL*B86C51HR0 SEATTLE WA	37.99
OFL AMAZON-*6722	11/17/2025	Office supplies	Amazon.com*B86IG38I0 SEATTLE WA	4.24
OFL AMAZON-*6722	11/17/2025	Programs	AMAZON MKTPL*B82L02660 SEATTLE WA	26.57
OFL AMAZON-*6722	11/17/2025	Office supplies	Amazon.com*B83T507C0 SEATTLE WA	40.33
OFL AMAZON-*6722	11/18/2025	Programs	AMAZON MKTPL*B03JF3F61 SEATTLE WA	18.97

OFL AMAZON-*6722	11/24/2025	Library supplies	AMAZON MKTPL*B220I9ON1	SEATTLE	WA	29.23
OFL AMAZON-*6722	11/19/2025	return	AMAZON MKTPLACE PMTS	SEATTLE	WA	-13.98
OFL AMAZON-*6722	11/19/2025	return	AMAZON MKTPLACE PMTS	SEATTLE	WA	-189.34
SOPHIA SACCENTE-*2917	11/5/2025	Ebooks	OVERDRIVE DIST	2165736886	OH	655.58
SOPHIA SACCENTE-*2917	11/13/2025	Programs	DUNKIN #352186	MEDINA	NY	14.49
SOPHIA SACCENTE-*2917	11/17/2025	Programs	DOLLAR TREE	MEDINA	NY	32.67
SOPHIA SACCENTE-*2917	11/17/2025	Programs	FAMILY DOLLAR	MEDINA	NY	12.96
SOPHIA SACCENTE-*2917	11/21/2025	Book	RED ENGINE LLC/GIRLS L	BALTIMORE	MD	29.95

Central Bill

'0571966350836444

Account Name/Masked Account Number	Post Date	Reference Number	Merchant Description			Amount
FARMERS LIBRARY COMPANY O-*8244	12/1/2025	Payment	AUTO PAYMENT - THANK YOU			-2368.2
JOHN COHEN-*3258	12/2/2025	Program	TIM HORTONS #911111	SPENCERPORT	NY	9.71
JOHN COHEN-*3258	12/2/2025	Seeds	SP 99HEIRLOOMS.COM	SAINT PAUL	MN	59.4
JOHN COHEN-*3258	12/9/2025	Decorations	DOLLAR TREE	SPENCERPORT	NY	31.59
JOHN COHEN-*3258	12/11/2025	Staff holiday lunch	PAPA JOES ITALIAN EATE	ROCHESTER	NY	716.57
JOHN COHEN-*3258	12/15/2025	Disc repair machine	SP VENMILL	OXFORD	MA	1578.61
LEE COONEY-*2418	12/12/2025	Programs	TOPS MARKET #453	SPENCERPORT	NY	25.13
LEE COONEY-*2418	12/15/2025	Programs	TOPS MARKET #453	SPENCERPORT	NY	-5.98
RAE EDWARDS-*1456	12/12/2025	Holiday giveaway	DOLLAR TREE	SPENCERPORT	NY	25.92
RAE EDWARDS-*1456	12/15/2025	Gifts cards for Maint. and Delivery	WEGMANS #064	ROCHESTER	NY	100
BRIDGET LADUCA-*5120	12/8/2025	Programs	TOPS MARKET #453	SPENCERPORT	NY	7.68
BRIDGET LADUCA-*5120	12/12/2025	Pograms	DOLLAR TREE	SPENCERPORT	NY	13.23
BRIDGET LADUCA-*5120	12/12/2025	Programs	TOPS MARKET #453	SPENCERPORT	NY	11.02
OFL AMAZON-*6722	12/5/2025	Train table	AMAZON MKTPL*BI05W8CV0	SEATTLE	WA	189.04
OFL AMAZON-*6722	12/5/2025	Programs	AMAZON MKTPL*BI8F75FA0	SEATTLE	WA	46.91
OFL AMAZON-*6722	12/5/2025	Paper	AMAZON MKTPL*BI4MJ62K2	SEATTLE	WA	55.85
OFL AMAZON-*6722	12/8/2025	Office supplies	AMAZON MKTPL*BI3FI3I51	SEATTLE	WA	32.65
OFL AMAZON-*6722	12/15/2025	Video game	Amazon.com*VY6N39V13	SEATTLE	WA	69

OFL AMAZON-*6722	12/15/2025	Programming	AMAZON MKTPL*6662T11A3	SEATTLE	WA	52.29
OFL AMAZON-*6722	12/15/2025	Office supplies	Amazon.com*T129195U3	SEATTLE	WA	29.97
OFL AMAZON-*6722	12/19/2025	Tablet computer	AMAZON MKTPL*T14B131D3	SEATTLE	WA	387.09
OFL AMAZON-*6722	12/19/2025	Library supplies	AMAZON MKTPL*6M69T8WI3	SEATTLE	WA	4.99
OFL AMAZON-*6722	12/22/2025	Library supplies	AMAZON MKTPL*ZJ65K0GX3	SEATTLE	WA	16.98
OFL AMAZON-*6722	12/22/2025	Tablet computer accessories	AMAZON MKTPL*NL62987O3	SEATTLE	WA	208.49
OFL AMAZON-*6722	12/29/2025	Programs	AMAZON MKTPL*5A8IQ6DS3	SEATTLE	WA	58.62
SOPHIA SACCENTE-*2917	12/1/2025	Programs	WM SUPERCENTER #3607	ALBION	NY	25.99
SOPHIA SACCENTE-*2917	12/5/2025	Ebooks	OVERDRIVE DIST	2165736886	OH	1396.91
SOPHIA SACCENTE-*2917	12/11/2025	Programs	DUNKIN #352186	MEDINA	NY	14.49
SOPHIA SACCENTE-*2917	12/22/2025	Programs	WAL-MART #3607	ALBION	NY	39.45

Credit Card transactions for January 2026

Central Bill
'0571966350836444

Account Name/Masked Account Number	Post Date	Reference Number	Merchant Description			Amount
FARMERS LIBRARY COMPANY O-*8244	1/2/2026	'75552175365111111111111	AUTO PAYMENT - THANK YOU			-5201.6
JOHN COHEN-*3258	1/28/2026	1099 filing	TAX1099.COM	FAYETTEVILLE	AR	7.12
JOHN COHEN-*3258	1/30/2026	New posters	CHICAGO BOOKS & JOURNA	CHICAGO	IL	99.47
LEE COONEY-*2418	1/23/2026	Conference registration	NEW YORK LIBRARY ASSOC	GUILDERLAND	NY	150
BRIDGET LADUCA-*5120	1/15/2026	Program	WM SUPERCENTER #1993	BROCKPORT	NY	12.36
OFL AMAZON-*6722	1/2/2026	Programs	AMAZON MKTPL*S731H6233	SEATTLE	WA	51.37
OFL AMAZON-*6722	1/5/2026	Programs	AMAZON MKTPL*4L5WS28U3	SEATTLE	WA	27.99
OFL AMAZON-*6722	1/6/2026	Office supplies	AMAZON MKTPL*GH2W78DE3	SEATTLE	WA	70.93
OFL AMAZON-*6722	1/6/2026	Hardware (battery for barcode scanner)	AMAZON MKTPL*HV3OI43N3	SEATTLE	WA	74
OFL AMAZON-*6722	1/9/2026	Office supplies	AMAZON MKTPL*FG7GY9A13	SEATTLE	WA	9.32
OFL AMAZON-*6722	1/9/2026	Programs	AMAZON MKTPL*9C0YK96R3	SEATTLE	WA	27.99
OFL AMAZON-*6722	1/12/2026	Office supplies	AMAZON MKTPL*HJ80Y48H3	SEATTLE	WA	58.88
OFL AMAZON-*6722	1/12/2026	Office supplies	Amazon.com*K298A5P83	SEATTLE	WA	7.43
OFL AMAZON-*6722	1/14/2026	Programs	AMAZON MKTPL*DX8S17KK3	SEATTLE	WA	22.12

OFL AMAZON-*6722	1/20/2026	New seat cusions	Amazon.com*5028K5SV3	SEATTLE	WA	67.99
OFL AMAZON-*6722	1/20/2026	Program	AMAZON MKTPL*8B7N53J53	SEATTLE	WA	37.82
OFL AMAZON-*6722	1/20/2026	Paper cutter (returned)	Amazon.com*OT6EI3I63	SEATTLE	WA	115.99
OFL AMAZON-*6722	1/20/2026	Library supplies	AMAZON MKTPL*XK3L33753	SEATTLE	WA	95.44
OFL AMAZON-*6722	1/20/2026	Office supplies	Amazon.com*HF3BG3LE3	SEATTLE	WA	12.16
OFL AMAZON-*6722	1/23/2026	Office supplies	AMAZON MKTPL*F67IY2B13	SEATTLE	WA	59.3
OFL AMAZON-*6722	1/26/2026	Programs	AMAZON MKTPL*O993Y9TJ3	SEATTLE	WA	36.78
OFL AMAZON-*6722	1/26/2026	Programs	AMAZON MKTPL*ZJ7FE0R63	SEATTLE	WA	40.4
PETER OWENS-*1174	1/7/2026	Program	TOPS MARKET #453	SPENCERPORT	NY	50
SOPHIA SACCENTE-*2917	1/6/2026	Program	YOURFLEECE	8189719042	CA	156.8
SOPHIA SACCENTE-*2917	1/8/2026	Program	DUNKIN #352186	MEDINA	NY	14.49
SOPHIA SACCENTE-*2917	1/12/2026	Program	WAL-MART #3607	ALBION	NY	28.88
SOPHIA SACCENTE-*2917	1/16/2026	Program	WAL-MART #3607	ALBION	NY	24.75
SOPHIA SACCENTE-*2917	1/20/2026	New furniture	SP BIG JOE	GRAND RAPIDS	MI	118.78

Statistics December 2025

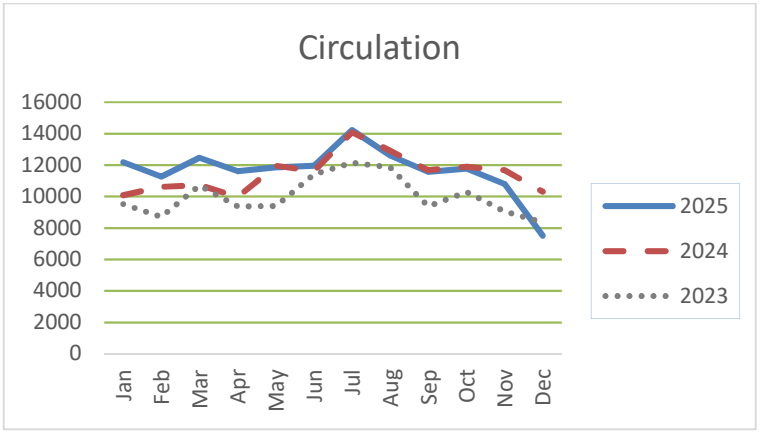
	2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Patron Count	50,126	4093	3249	4057	4014	4151	3880	5486	4303	4315	5590	3702	3823	50,663
Circulation	137,551	12179	11274	12472	11607	11858	11958	14229	12603	11573	11777	10805	7516	139,851
Reference requests - librarians	3,140	200	200	300	250	250	260	300	250	250	250	200	200	2,910
Reference requests - circ desk	2,450	150	150	200	200	200	200	250	200	200	200	150	150	2,250
PC Usage	2,704	212	241	231	206	217	214	244	236	233	233	183	203	2,653
I.L.L.s received	10,489	1018	909	883	857	780	819	884	794	850	822	756	723	10,095
I.L.L.s sent	11,651	1074	940	1036	931	936	848	1027	814	995	1027	858	980	11,466
Programs														0
Baby Toddler	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Baby Toddler Patron Count	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Juvenile	156	14	13	13	13	13	9	12	9	12	10	10	14	142
Juvenile Patron Count	3,665	310	416	345	400	427	399	443	298	247	170	184	279	3,918
TEEN	61	5	7	6	7	9	7	10	6	4	8	6	7	82
TEEN Patron Count	321	39	40	41	40	74	48	113	74	30	63	32	65	659
Adult	52	5	4	3	4	4	5	4	4	5	6	6	4	54
Adult Patron Count	489	77	77	57	36	45	30	42	63	48	55	102	46	678
Family	9	0	0	1	0	0	0	0	0	0	0	0	0	1
Family Patron Count	850	0	0	40	0	0	0	0	0	0	0	0	0	40
Outside Use of Meeting Room	207	22	15	20	22	20	17	14	12	19	14	13	15	203
Outside Library Visits	29	4	3	4	2	2	5	1	0	0	0	0	0	21
Outside Library Visits Patron Count	3,149	97	87	130	69	39	1552	372	0	0	0	0	0	2,346
														0
New Members	426	45	37	31	36	32	27	42	29	30	28	16	22	375

Ebooks:

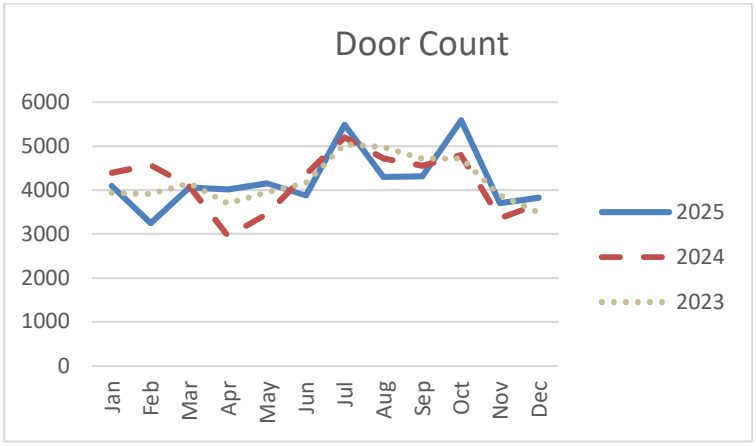
- January: 2473
- February: 2201
- March: 2153
- April: 2235
- May: 2137
- June: 2123
- July: 2456
- August: 2195
- September: 2114
- October: 2298
- November: 2214
- December: 2336

Statistical Graphs

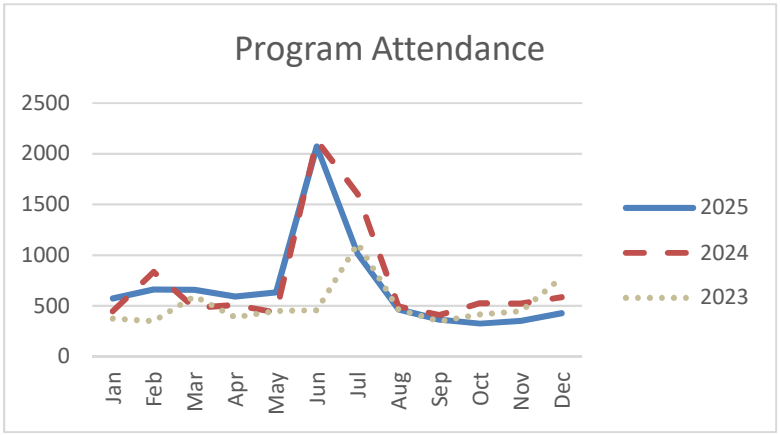
Circulation



Door count



Program Attendance



Director's Report January and February 2026

Collection:

- Ingram has had delays in getting material to many libraries due to the influx of new customers. They are hoping it will be fixed by mid-January. And we have started getting books again, so it probably will.
- MCLS is no longer providing a Kanopy subscription for the library. We have decided to maintain the Kanopy collection at our expense.
- We took advantage of a sale to order seeds for the seed library.
- VIP Passes around the system are going to be sharable between libraries. We have opted out of this change.

Facilities:

- We are attempting to get automatic air fresheners in our entryway and bathrooms. These are surprisingly difficult to find.

Financial:

- The auditors have contacted me to set up the dates for the audit in Mid-June
- There may be an opportunity for a grant in cooperation with other libraries. We are discussing ways to coordinate our efforts.
- I have trained Bridget in our bill-paying process. She shouldn't have to ever process bills for the library, but in the unlikely event I am unavailable for a long-term she can do it, and train my successor to do it.

Friends: nothing to report at this time.

Management:

- I attended the "Owning the Moment" training provided by MCLS. This training was lead by Stephanie Cole Adams and focused on how to handle unexpected problems at the library, including by being prepared in policy.

Outreach:

- We participated in the town's annual holiday celebration

Personnel:

- The staff and I would like to thank the Board members who covered desk for our staff luncheon.
- W2s and 1099s were sent out before the due date.

Public:

- We are now calling patrons without the ability to text or receive email when their holds come in.
- Our Christmas Eve service hours were very, very slow.

Security:

- The town has revamped the safety committee and no longer needs a library representative.

System:

- Due to truck failures and driver medical needs, deliveries have been delayed to libraries in recent weeks. The system is working on a solution.
- The system is writing a letter to county civil service about inadequacies of the civil service system. While civil service does not affect us, the letter is a request for an important fix for all our colleagues.
- The system's central telephone line to check library records has been eliminated. LAS has rerouted these calls to Central's circulation desk.

Technology:

- We are looking at replacing and adding to our wireless access points this year. MCLS did a wifi heat map of the library and suggests 3 WAPs.
- We replaced our disc cleaning machine.
- Our Copier is being replaced. There was a hiccup with the replacement we are trying to resolve.

Other:

- Kay Hughes-Dennett, former director of the library, passed away in January.

Personnel Report February 2026:

Ada Kofron and Nate Wright both returned to work at the library over their Winter break. Both have once again left the library.

Children's Librarian Report to the Ogden Farmers' Library Board of Trustees

January 2026

Hello, everyone!

A large portion of my November and December book orders did not ship (ordered in late October and mid-November respectively) until after Christmas, so we have kept busy by moving more series books into the J Series section. It is my intention to have most chapter book series in this section, although processing time will determine how long this will take. New books have been coming in more quickly, so the new shelves are finally being replenished.

Story times are typically well attended, with good engagement during books and songs. I use the projector to display song and rhyme lyrics to support participation. The last couple of story times in December were smaller, which is to be expected with the holiday. I had a few new attendees during this time, perhaps due to the school break week schedule.

Bernabi and Canal View preschool visits went well. Each class had almost 20 students who all went home with program brochures. Some students have been to the Ogden Library but many have not, so I encouraged them to visit over the winter break. I will be going back to Taylor Elementary on January 21 and Munn Elementary on February 4.

Christmas books were on display for nearly two months but are now back at my desk, awaiting returns. I have requested a shelf report on this collection from Central and will be weeding the collection to update it. A winter display has been up in the children's room which seems to be circulating nicely; Martin Luther King Jr. books were added earlier this month. Next, I am planning a love and friendship display in advance of Valentine's Day.

I've been encouraging folks to participate in the Amerks Power Play reading challenge, bringing entry slips to every program and reminding attendees about the grand prize (suite tickets to a February Americans hockey game). I've gotten 9 entries so far, and participants have until January 26th to enter as many times as they'd like.

The Melissa & Doug train table in the children's room, generously donated to us, was starting to fall apart due to loosening screws. It is a popular play area, so after some research, I purchased a new train table to replace it. A week after I put it together, there was an incident with a water bottle; thankfully, the new table survived the damage, but I added signage indicating that drinks are not allowed at the train table. So far, we haven't had any further issues.

I had extra take and makes from the Parks & Rec holiday celebration on December 5th, so I put more kits out during the school break. Birthday Club was popular, with 61 new sign ups this year and 127 postcards brought in for prizes; December birthday postcards are still getting redeemed.

For Saturday programs, I've had a "Tea" Rex Party, a Mythology Camp, and a special LEGO club meeting. The tea party was great fun, with nearly 30 attendees! I took notes for a planned repeat this summer as part of the summer reading program. The Mythology Camp was also well-attended and the kids and tweens had lots of fun! Sophia and I put together crafts, a scavenger hunt, a break-in box (reverse escape room), and had a fun photo opportunity. I was able to borrow some supplies from the Webster Library since I was in charge of their Mythology Camp section of the Literary Fan Fest last January. Since we were closed on the first Thursday of January, I moved our popular LEGO club meeting to the second Saturday (1/10). I've had teen volunteers come

to LEGO club to sort the bricks by color, help attendees find pieces, and clean up after the program; I usually have 2-3 volunteers for each event!

In addition to our regular Thursday evening programs, I will be hosting my first extra Pokémon Club on January 29th, the fifth Thursday of the month. We will be playing Battle Academy, a simulated tabletop Trading Card Game to help participants learn how to battle their Pokémon; the kits were included in our partnership with ALA/Pokémon International. In February, I am planning a Valentine's Day Dance with a story time and refreshments.

Best,

Lee Cooney

Children's Librarian Report to the Ogden Farmers' Library Board of Trustees

February 2026

Hello, everyone!

I've received the majority of my 2025 book orders, so I've been working on getting those ready for processing without overwhelming our clerk or oversaturating the limited space on the new shelves. I've also been working on the expansion of the J Series section, including adjusting shelf heights to better fit the books in this section while also keeping them in reach (with or without a stepstool).

Story times have been smaller but I've been taking the opportunity to learn the names of more attendees! I've also been adjusting my planning to incorporate more movement and audience engagement, which seems to work well for most attendees.

I have a BOCES class of high school seniors interested in early childhood careers who will be visiting one of my story times in March. I will be announcing this in every story time from February 10 until the visit on March 10 so that folks aren't surprised by a small group of teenagers (and their chaperones) joining us that day.

I also started on my second round of visits to preschool classes, visiting Taylor Elementary on January 21 and Munn Elementary on February 4. I'm in the process of scheduling my March visit to Bernabi and Canal View.

Book displays for February include: Groundhog Day, Black History Month, Lunar New Year, President's Day, and Valentine's Day. We've got a new Valentine's Day sticker, which the clerks have been helping me with to update in the collection. Take and makes continue to be popular, with all 100 regularly being taken by the end of the month. Our clerk, Julie, has put together a lovely Unicorn Valentine craft for February.

The Amerks Power Play reading challenge ended on Saturday, January 31. We had 27 entries for the K-5 grand prize, as well as a few ineligible entries from a precocious preschooler. The suite ticket winners were scheduled to be chosen on Thursday, February 5 by the Rochester Americans hockey team.

Pokémon Club has been well attended, even with the fluctuating winter weather. Our first extra Pokémon meeting (fifth Thursday) included 16 people learning to play Battle Academy, a simulated tabletop Trading Card Game. Caregivers and young attendees learned to play together under my guidance.

We are hosting a Valentine's Day Dance this Saturday; considering the popularity at the Tea Rex Party in November, I am expecting a lot of fun! We also have an extra Pokémon Club meeting in February in honor of the 30th anniversary of the video games, in addition to our regular Thursday evening schedule; Drawing Club will not meet in February as a result. Bridget and I are working together to come up with a Pi Day event (3/14) with resources from RMSC's STEM Ambassador program.

I've also started working with Sophia and Bridget on various aspects of Summer Reading planning, including ordering prizes, planning programs, and setting up story times at Springdale Farms again. This year, the theme is *Unearth a Story,* so lots of dinosaurs and paleontology will be on the calendar!

Best,

Lee Cooney

Ogden Farmers' Library Board Report – January 2026

Greetings Members of the Board of Trustees! Happy New Year! I have a lot planned for this upcoming year, but here is a look back at what happened the past two months. November and December were very busy months for teens.

November started with author Julie Berry coming to talk about her latest book If Looks Could Kill, a YA historical fantasy about Jack the Ripper and Medusa. Julie Berry is a New York Times best selling author and has won awards and honors for many of her past YA books. Later that week, I did a Color Changing Slime program as part of my Self Care Crafts series. We mixed thermochromatic pigment into our slime that changed color as we played with it.

Donuts and Writing focused on a teen requested topic this month, crafting characters. This ended up being pretty popular with the teens, and a couple attendees brought friends that had never been to Donuts and Writing Club before. The Teen Advisory Board focused on putting together two programs for their December break. The first of these programs was a Holiday Cookie Decorating program and the second event was a Stuffed Animal Sleepover for the little kids. Our youngest patrons will be asked to drop off their favorite stuffed animals here at the library for a week before the program and then members of the teen advisory board will take pictures of those stuffed animals doing silly things around the library These photos will be posted to Facebook throughout the evening so that the younger kids can see what their stuffed animals have been up to during their "sleepover" at the library. This will be happening in January! I ended November with a Paint and Sculpt event where we made autumn leaf dishes and decorated mini clay pumpkins. As always, my program with clay and paint was the most well attended event this month with ten teens attending.

December started with a Winter Luminaries program, a cozy craft where the teens decorated mason jars and placed battery-operated candles inside to light them up. The teens really enjoyed this program and I had 20 teens attend, the most I have ever had at a teen-exclusive program! During a half day at Spencerport schools, I ran a Gift Making Workshop for the teens to create gifts for their friends and family. We made cards, hot chocolate mixes, snowglobes, and painted wooden pieces. I had 11 teens come to this program and I plan to do a similar program next December. Donuts and Writing Club focused on world building in December. They created maps of and wrote up detailed descriptions of their fantasy worlds. The Teen Advisory Board focused on finishing up our plans for the Stuffed Animal Sleepover and picking out some new decorations for the teen area, including twinkle lights and seat cushions. This monthI ran an RPG called The Fight Before Christmas, a silly game where the teens pretended to get into a fight with Santa Claus. This was a lot of fun and made for some very funny moments. RPG's like this one can only be played with a smaller crowd, so I had 6 teens come to this event. I ended with the Holiday Cookie Decorating T.A.B. planned. This program was very popular with 18 attendees.

Throughout the month of December, I had a Card Making Station set up in the teen section so that the teens could make something for their loved ones this holiday season. At the end of the month, ____ cards had been made. The Amerks Reading Challenge is also still going on and will be completed at the end of January.

For next month:

● In honor of Edgar Allan Poe's Birthday, Donuts and Writing Club will be focused on writing gothic and suspense stories.

● A program suggested by T.A.B., Mug Art and A Movie, will happen on my Saturday. We will decorate mugs with paint pens and watch a cozy movie.

● I will be hosting a Popcorn Palooza for National Popcorn Day where the teens will create their own popcorn creations using different add-ins, sauces, and other toppings.

● LGBTQ+ Book Club is back and we will be discussing Angelica and the Bear Prince by Trung Le Nguyen

● There are two take-and-makes this month, a snowman coaster and a wooden football helmet that they can decorate for the Superbowl.

● Teen Study Hall is back for Regents exam season.

That's all for now!

Sincerely,

Sophia Saccente

Ogden Farmers' Library Board Report – February 2026

Greetings, Members of the Board of Trustees! January started with the Stuffed Animal Sleepover that the Teen Advisory Board planned. This was a lot of fun for everyone involved! The volunteers had a great time posing all the animals in silly ways and even wrote cards pretending to be the stuffed animals for each kid. In the end, I had 13 kids and teens involved with this event. This month's Donuts and Writing Club was focused on celebrating Edgar Allen Poe's birthday. We read gothic poetry and wrote suspenseful stories inspired by Poe's work. This program took place during the teen's first week back at school, which I think affected the attendance, which was 2 teens.

The Teen Advisory Board finished picking out some new furniture this month, which can now be seen in the teen space! There is a giant bean bag chair and some new seat cushions on the metal chairs. I hope to put up the twinkle lights they picked out soon.

On my Saturday this month, I ran Mug Art and a Movie, a program suggested by the Teen Advisory Board. We used paint pens to decorate mugs, watched one of the Spider-Verse movies, and drank hot chocolate. This was very popular, with 13 people attending. January has National Popcorn Day, so I ran Popcorn Palooza for the teens to test a bunch of different popcorn flavors. As is often the case with food programs for teens, this was also well attended. I had 12 teenagers come to this program. LGBTQ+ Book Club has been slowly dropping in attendance since October, and this month had only one sign up. Some of the teens I've talked to have expressed that they are not able to find time to read during the school year, so I am going to put this book club on hold until summer. I hope to try book club again when school is over.

Towards the end of the month, I put up a Valentine's Day card making station in the teen section. The teens really liked it last year, so I decided to offer this again. This year, they can also write their favorite book on a heart that I will then hang on the walls of the teen section. I set up a small Groundhog's Day vote set up where the teens can vote whether they think we will have an early spring or a long winter. Early spring was our winner, but I think that just might be some wishful

thinking. I also had two take-and-makes this month. The beginning of the month was a snowman coasters take-and-make, which went home with 8 teens. The last week of January I put up a football helmet take-and-make so that the teens could decorate it in time for the Super Bowl.

For next month:

● February will start with Creating Marimo Habitats, a program where the teens will decorate little enclosures for tiny balls of algae called Marimos. I will also have a short presentation about what they are and how to properly care for them.

● The Fleece Tie Blankets program is back by popular demand. I have a bunch of different fabric patterns that the teens are going to turn into cozy blankets.

● In Donuts and Writing Club this month we are going to go over self publishing. I will talk a little bit about how authors go about self-publishing their books, things to watch out for when trying to self-publish through a publishing company, and how to create their own zines, a free and easy way to self-publish without the need of a publishing company.

● The Teen Advisory Board is meeting again this month and we are going to start talking about all things summer reading

● Book Edge Decorating is another program that was popular last year that is coming back. Last year we painted the edges of books to give them a fun and unique look. This year we will be doing the same, but I have also added the option of gold foiling!

● My last program planned for February is 3D painting. The teens will be able to add texture and depth to their painting by layering cardboard onto their canvases.

That's all for now!

Sincerely,

Sophia Saccente

Report to Board

8 January 2026

We've started receiving large shipments from Ingram of the books we had to reorder. We are on our way to finally catching up. Our standing order program has finally kicked in; that has really helped put us on the right track. I've been barcoding the large shipments and am hoping that I'll soon have smaller shipments to even out the work load.

Respectfully submitted,

Kate Vreeland

Report to Board

10 February 2026

Our IRS and NYS tax forms and instructions arrived a few weeks ago without the IRS forms. Happy to say, they arrived last week so we have all that we're supposed to have.

I started weeding our Quick Book collection.

Ordering books is close to being back to normal. I've learned how to use Ingram's program which has made ordering easier and I'm just about back to the usual size of my orders.

Respectfully submitted,

Kate Vreeland

Communications and Technology Library Assistant
Report to the Ogden Farmers' Library Board of Trustees
January 8th, 2025

Hello members of the Board! Over the last two months I have tackled the following major tasks:

· Our Thanksgiving, Christmas, and New Year's holiday closures require extra loud, extra diligent communication to the public. I published extensive, clear communication about our planned closures in our email newsletter, social media channels, and inside the library to ensure minimal disappointing library experience for members of the public.

· Furthermore, the turn of the year requires me to update our hours and holiday closing information for 2026 in a myriad of places including our website, Google Business profile, and 3 separate internal calendars. Despite its simplicity, this task is quite time consuming because accuracy is vital.

· In my report to the board for September 2025 I explained that I had created a new events survey. "This survey invites patrons to share feedback about any program they attend." Originally, I built and hosted this survey with Google Forms. Unfortunately, I encountered multiple persistent issues with Google Forms, therefor I migrated the survey. It is now built and hosted on the library's website, allowing for greater configurability.

· Public interest in use of our display case ebbs and flows, month by month. As I was unable to secure a showcase for the case in January (despite my best efforts) I resolved to create a display myself. The display is centered around the tagline: "The library is your all-you-can-eat buffet of knowledge & entertainment" and highlights many non-book materials and services you can access with "your buffet ticket" (your library card). Take a look during your visit to the library today!

· Our annual Adult Reading Challenge for 2025 has just concluded and the 2026 challenge has just begun. The winner for 2025 has already picked up their prize – a $50 Amazon gift card! The 2026 challenge, which I created, can be found atop the new-book shelves.

As usual, my daily work also includes:

· Creating digital advertisements for library services and programs.
· Continual upkeep of the Ogden Farmers' Library website.
· Updating signage as needed for use inside the library.
· Addressing technology issues as they arise.
· Providing tech tutoring for members of the public.
· Answering reference questions for members of the public.
· Serving as the staff liaison for the Friends of the library.
· Maintaining the free puzzle exchange.
· Booking monthly displayers for the library's front hall display case.

Communications and Technology Library Assistant

Report to the Ogden Farmers' Library Board of Trustees

February 11th, 2025

Hello members of the Board! Over the last two months I have tackled the following major tasks:

· At the behest of John and Julie, I completed setup of the library's new disc cleaning device: the VMI Hybrid 2.0. Setup involved: A comprehensive read-through of the manual, provision of a required part that the manufacturer failed to ship with our unit, and a full run-through of the setup procedure. So far Julie is very happy with the new unit: it is significantly smaller, quieter, and easier to use than the old device.

· In the month of February, Bridget is spearheading a donation drive for pet food and, simultaneously, a sleepy pet photo contest. I have been involved in both initiatives, designing advertisements and signage for each. Bridget's hope is that each initiative will bolster engagement in the other, so I have been advertising them together. At the time of writing, there are 26 submissions to the photo contest, and we have received donations to our pet food drive.

· I have proactively booked displayers for the library's display case through the rest of the year. In the past, I have (generally) reserved the display case month-by-month, about a month in advance. Scheduling out for a full year will likely diminish the number of mad-rush attempts to fill impending slots.

As usual, my daily work also includes:

· Creating digital advertisements for library services and programs.

· Continual upkeep of the Ogden Farmers' Library website.

· Updating signage as needed for use inside the library.

· Addressing technology issues as they arise.

· Providing tech tutoring for members of the public.

· Answering reference questions for members of the public.

· Serving as the staff liaison for the Friends of the library.

· Maintaining the free puzzle exchange.

· Booking monthly displayers for the library's front hall display case.

Board Report for the months of November and December 2025

Bridget LaDuca - Genealogy/ Local History Library Assistant

The November Local History display featured books about the city of Rochester.

The December Local History display featured Local Cookbooks in celebration of our Local History Potluck.

In December, I instructed 3 people on genealogy searches using AncestryLibrary.com

Programming

Programs that are part of the Rochester Reads collaboration are noted with an *.

November 1: *Reducing Food Waste with Rebekah Harter, RD, CDN

November 3: *Preparing and Storing Winter Vegetables with Kirby Farms

November 14: Monroe County Civil Service Workshop

November 17: *Non-fiction Book Discussion: We read and discussed Braiding Sweetgrass by Robin Wall Kimmerer.

November 24: Shipwrecks of Lake Ontario with Jim Kennard

December 1: Joan of Arc presentation with Stephen Richey

December 6: I held a craft event with each registrant completing 2 painted snowflake ornaments, 1 fabric tree ornament, and 1 gnome ornament.

December 12: Local History Potluck with Vintage Recipes

December 15: Mindful Art with Amy Gendrou. A local artist led participants through a guided drawing activity. Registrants left with a finished drawing and expressed feelings of relaxation and calmness.

I continue to plan and execute Friday Toddler Story Time.

Take-&-Make Kits for Adults: November’s craft was a Scrapbook Paper Pumpkin. December’s craft was a Snowman Gift Tag.

Adult Volunteers

Our adult Volunteers continue to give of their time in many ways, including dusting, craft preparation for take-and-makes, and program support.

Board Report -February 2026
Bridget LaDuca – Genealogy and Local History Library Assistant

Local History:

January Endcap Shelf featured books about the NFL, along with an advertisement for our program, Leo Lyons, the Rochester Jeffersons, and the Birth of the NFL.

January Local History Endcap shelf featured books about the Adirondacks.

I continue to relabel and shift the Local History section.

Programming:

1/3 – Regift Bingo - Each registrant brought a new, unwrapped gift they received for the holidays that they wanted to regift. Winners of each bingo game were able to choose a new gift from the Regift table. We played until everyone won. It was a huge hit. 26 people in attendance.

1/10 – Mindful Art: Painting Workshop- Local artist, Amy Robinson Gendrou, led the registrants through de-gunking (journaling) followed by painting, and reflection. 7 people in attendance.

1/12 – Non-fiction Book Discussion – This month we tackled Poverty, By America by Matthew Desmond. We had a good conversation/ polite debate. 4 people in attendance

1/18 – Adult Field Trip to the MAG – The Memorial Art Gallery welcomed us back for a second free visit. First, a MAG artist provided us with all of the supplies to create our own collaged journals. Following our art-making, we received a guided tour of the exhibits; Frontiers of Impressionism and Desire and Abundance: American Culture and the Still Life. Once again, the MAG provided us with free transportation to and from the museum. 14 people in attendance

1/26 – Genealogy Club Roundtable – Cancelled due to weather

I continue to plan and lead Friday Story Times. January themes were; Soup, Kindness, Arctic Animals, Winter Birds. Each story time includes related stories, songs, and rhymes.

Additional Responsibilities – Payroll and Billing

I am the designated backup for John to ensure payroll operations remain uninterrupted in case of his absence.

I am cross-trained on Bill Paying in case I needed to train someone to take over in John’s absence.

Volunteer Program

This month the adult volunteers prepared the Adult and Juvenile Take & Make kits.

Additions are in *italics*, deletions in ~~strikethrough~~

MEETING ROOM USE POLICY

Purpose: The library meeting room is primarily intended for library use. Outside nonprofit groups may use the meeting room. Priority is given first to the Town of Ogden, and then local organizations.

Application for Use

- Applications to use the room are available at the library and online at ~~www.ogdenlibrary.com~~ *www.ogdenfarmerslibrary.org*. Applicants will be contacted to inform them of room availability.
- The person signing the application must be at least 18 years old and assumes responsibility on behalf of the group or organization.
- Groups may make requests no more than 90 days in advance of the date they would like to reserve.
- Long term, regularly scheduled use of the room is granted at the discretion of the Director. If granted, the organization must still submit an application at the beginning of each year *to insure the accuracy of their information.*
- The Library has the right to supersede a previous reservation of the room by an outside group for a library program *or an emergency.*
- Applicant is responsible for informing the library as soon as possible if they must cancel.

Room Use

- Events in the meeting room must be open to the general public and may not charge a fee for attendance.
- Permission to use the room for non-library functions in no way constitutes the library's endorsement of the group or its activities.
- The meeting room may not be used for religious services, sales promotion, social meetings or for the benefit of private individuals or commercial concerns engaged in marketing. ~~Political meetings are acceptable at the discretion of the Director for the discussion of issues but not for campaign purposes, party caucuses, and the like.~~
- The meeting room is only available when the library is open. Meetings must be finished and the room vacant by 15 minutes before closing time. Set-up and clean-up times must be during the reserved time slot. After hours usage is governed by our after-hours policy.
- Use of the room must not disrupt library operations.
- Use of AV equipment is by permission only. If AV equipment is to be used a member of the group must be trained to use it. Such training should be requested in advance of the meeting and may require a separate visit to the library.
- Dangerous activities, including but not limited to use of open flames are not permitted.
- The library is not responsible for articles left in the building.
- Light refreshments may be served.
- Smoking is not permitted anywhere on the library premises.
- Alcoholic beverages may not be consumed on the premises.

Responsibilities

- Groups must leave the room in the condition they find it. The group using the room is responsible for setting up and taking down the equipment, including tables and chairs. Adequate time should be reserved by the group to accomplish both of these tasks. Tables should be taken down and placed ~~against~~

~~the outside wall or~~ in the closet ~~(wherever they were before being set-up)~~ and chairs should be returned to the designated chair area along the inside wall.

- Basic cleaning supplies, including a vacuum, are available on request.
- Groups that do not clean up after themselves may be charged a reasonable clean-up fee and/or be denied future use of the room.
- Failure to adhere to these guidelines may result in loss of future room usage or in severe cases loss of library privileges.

Adopted by the Ogden Farmers' Library Board of Trustees ~~4/18/2024~~ *2/19/26*

Collection Event Policy

PURPOSE

To provide guidelines for collections for outside organizations made in the name of the Ogden Farmers' Library (OFL).

POLICY

OFL is a community resource and therefore welcomes the opportunity to serve as a collection location for goods for other community organizations. The Library's mission seeks to engage the community through various partnerships. Such partnerships should focus on organizations located in or primarily serving the Ogden community. However, in times of national or international need (ie war or natural disaster), collections may be held for organizations outside of the Ogden community.

In order to maintain consistency with the mission and needs of the Library, partnerships involving collection of goods with community, affiliates, and third-party organizations not directly affiliated with the Library will be reviewed by the Library Director will determine suitability and approval.

A written proposal describing the collection plan should be submitted to the Library Director no fewer than 30 days prior to the start of the fundraiser, and should include the following:

• Specific purpose and scope of the project

• Starting and end dates of the campaign

• Advertising and publicity to be utilized

Collections with third-party organizations that are inconsistent with the mission statement, strategic plan, and policies of the Library will not be approved. The agency that the goods will be donated to should be apolitical to the extent possible.

Periodically OFL staff are engaged either directly or indirectly in collection efforts. Such efforts shall not place an undue burden on staff members. Assigning work to OFL staff requires approval of the Library Director or designee. In accordance with labor law, OFL employees cannot volunteer for their employer. All time spent working on Library-led fundraising shall be considered working time.

FFRPL Annual Grant Report for:

Ogden Farmers' Library, 269 Ogden Center Road, Spencerport, NY 14559

1. Amount of FFRPL grant in preceding year: **$ 14097.11**

2. Amount of grant NOT used for the purchase of circulating books & materials in preceding year (if any): **$ 0.00**

   (Note: Should be zero, unless library did not use all the grant funds; then it is the $ amount received minus $ amount spent)

3. Statement certifying the number and value of circulating books & materials purchased with grant money in preceding year:

   "Last year in **2025**, **Ogden Farmers' Library** used its *FFRPL grant only* to purchase **supplemental** circulating materials of 398 printed books, 49 e-books and 39 audio books, at a cost equal to or exceeding $14097.11 (Amount received in previous year).
   (Note: it is understood approved selected materials will always cost slightly more than the full grant amount. Do NOT include circulating materials purchased with library's annual library materials budget; except for slight variance needed to spend the full grant.)

4. For the two preceding years, **total** funds budgeted for **materials**, as reported in the NYS Library Annual Report:

   In **2024: $ 78,910**
   In **2025: $ 84,840**

   Variance was not greater than 10%

5. Statement certifying your library is a tax supported public or association library and remains eligible to receive FFRPL grants:

   "Ogden Farmers' Library is a tax supported public library / association library and is eligible to receive FFRPL grants, which we agree will only be spent for **supplemental** circulating material. We further agree to abide by all terms & conditions of confidentiality, spending and reporting requirements in order to remain eligible for continued grants."

   Library EIN: 16-0843358

   Approved by the Ogden Farmers' Library Board of Directors: January 15th, 2026 (Deadline by February 15)

   Alex Hinkley, Board President, Ogden Farmers' Library _____ (signature)

   John Cohen, Director, Ogden Farmers' Library _____ (signature)

Addition to the Collection Development Policy

(to be placed after “Selection Sources”)

Materials Generated by Artificial Intelligence (AI)

AI has been found to contain inaccurate or erroneous information, and is likely to have been plagiarized.

Materials in any format known to be or found to have been generated using AI will not be added to the collection. This applies to both text and image generation.

If such materials are found in the collection, they will be withdrawn unless a librarian determines they have sufficient merit to remain in the collection according to the other sections of this policy.

The library does not have control over other platforms that contain content not curated by the library, and does not accept responsibility for AI generated titles on those platforms.