Draft Ogden Farmers' Library

Board of Trustees Meeting

October 16, 2025, at 6:30pm in the Town meeting room

Present	Excused	Also Present
Alex Hinkley (Pres)	Nick Messoloras (Treas)	John Cohen (Library Director)
Linda Tague (VP)		
Susan Reeves (Sec)		
Rachael Holley		
Laura Gannon		
Kathleen Britton		
Amanda Metzger		
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 August 21, 2025, as presented was made by Laura, seconded by Rachael and approved unanimously.
3) Public Comments - None
4) Correspondence - None
5) Friend's Report: (Linda) – Please find report included in Board Packet for October.
   - Linda passed on THANKS from the Friends to the OFL staff for the great work they did screening donations brought in for the Book Sale
6) President's report: (Alex) – The staff survey is complete, and Alex is planning on posting it on the staff blog by the end of the month.
7) Treasurer's Report: (John for Nick)
   - The balance sheet shows total assets at $1.47million.
   - **MOTION** to approve paying the Warrant was made by Amy, seconded by Rachael and approved unanimously.
8) Director's Report (with Librarians' reports) – Please find reports included in Board Packet for October.
   a) Personnel Report - None
9) Unfinished Business
   a) Policy review – Online Code of Conduct
      - **MOTION** to accept the updated Online Code of Conduct with changes was made by Amy, seconded by Amanda and approved unanimously.
   b} Addition to Bereavement section of the Personnel Handbook
      - **MOTION** to accept the additions and updated language with changes to the Bereavement section of the Personnel Handbook was made by Linda, seconded by Rachael and approved unanimously.
   c} 2026 Budget

- Wednesday October 22 is the Town Budget hearing. John will attend to address any Questions.

10) New Business
    a) Update to the Study Room Policy
        - **MOTION** to accept the updated Study Room Policy as submitted was made by Susan, seconded by Rachael and approved unanimously.
    b) Moving health care costs for employees to pre-tax.
        - The OFL will partner with Bene-Care to provide to eligible employees the option to access a Section 125 plan. This will allow them to pay for certain benefits on a pre-tax basis.
    c} Assignment of groups for the completion of John's yearly evaluation.
        - Customer Service and Community Relations – Susan and Kathleen
        - Organizational Growth – Amy, Rachael and Linda
        - Administration/Human Resource Management – Amanda and Laura
        - Financial Management/Legal Compliance/Fundraising – Alex and Nick
    d} Long Range Plan/5-year Plan of Service review
        - John went over the LRP with the Board. The majority of goals have been reached. John reminded the Board there will need to be a new LRP put together for the years 2027-2031.
11) Public comments – None
12) Executive session - None needed
13) **MOTION** to Adjourn at 7:49pm was made by Laura, seconded by Amanda and approved unanimously.

Upcoming meeting:
Board of Trustees Meeting will be Thursday, November 20, 2025, at 6:30pm in the Library meeting room.

Respectfully submitted by Susan Reeves