Ogden Farmers' Library
Board of Trustees Meeting
August 21, 2025 at 6:30pm in the Library meeting room

Present	Excused	Also Present
Alex Hinkley (Pres)	Nick Messoloras (Treas)	John Cohen (Library Director)
Linda Tague (VP)	Amy Holko	Steve Toms (Town Liaison)
Susan Reeves (Sec)	Laura Gannon	
Rachael Holley		
Kathleen Britton		
Amanda Metzger		

1) Call to Order / Agenda Changes
    - Alex called the meeting to order at 6:30pm.
2) Action on Minutes
    - **MOTION** to accept minutes of June 17, 2025, as amended was made by Amanda, seconded by Kathleen and approved unanimously.
3) Public Comments - None
4) Correspondence - None
5) Friend's Report: (Linda) – Please find report included in Board Packet for August.
6) President's report: (Alex) – Alex is planning on creating a survey for Library staff to complete. John has access to Survey Monkey through the Library's account. Amanda suggested Google Forms and offered her help.
7) Treasurer's Report: (John for Nick)
    - The balance sheet shows total assets at $1.56million.
    - **MOTION** to approve Warrant was made by Linda, seconded by Kathleen and approved unanimously.
8) Director's Report (with Librarians' reports) – Please find reports included in Board Packet for August.
    a) Executive Session
        - **MOTION** to enter Executive Session at 6:42pm to discuss matters leading to the appointment and employment of a particular person was made by Rachael, seconded by Amanda and approved unanimously. Steve was asked to leave, and John was invited to stay.

- **MOTION** to exit Executive Session at 6:47pm was made by Kathleen, seconded by Susan and approved unanimously. Steve was invited to return.

b) Personnel Report

- John notified the Board that he has hired Lee Cooney as the OFL's new Children's Librarian to start September 2, 2025.
- **MOTION** to approve the hiring of Lee was made by Amanda, seconded by Rachael and approved unanimously.

9) Unfinished Business

a) Policy review – Internet Access Policy

- **MOTION** to accept the Internet Access Policy as submitted by the MCLS with changes was made by Rachael, seconded by Kathleen and approved unanimously.

10) New Business

a) Discussion of Bereavement leave language was tabled until September's meeting for clarification.

b) **MOTION** to accept the Audit of the financial statements of Ogden Farmers' Library for year ended December 31, 2024, prepared by Heveron & Company as submitted was made by Linda, seconded by Rachael and approved unanimously.

c) **MOTION** to approve the submission of Form 990 to the IRS as prepared by Heveron & Company was made by Rachael, seconded by Susan and approved unanimously.

d) 2026 Budget updates

- Increased Income from interest earning accounts is reflected.
- Increased expense in professional benefits due to addition of current staff member's usage of the benefits is reflected.

e) The system for tracking Vacation time and Personal Time Off will be changed from a lump sum of hours to the accruement of PTO time up to a predetermined maximum based on staff position.

11) Public comments – Steve notified the BOT that the Odgen Town Board passed a resolution allowing them to exceed the 2% tax cap if needed due to the increase in mandated expenses in 2026.

12) Executive session - none needed

13) **MOTION** to Adjourn at 7:21pm was made by Linda, seconded by Amanda and approved unanimously.

Upcoming meeting:

Board of Trustees Meeting will be Thursday, September 18, 2025 at 6:30pm in the Library meeting room.

Respectfully submitted by Susan Reeves