Ogden Farmers' Library

Board of Trustees Meeting

September 19th, 2024, 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	
Susan Reeves (Sec)		
Kathleen Britton		
Laura Gannon		
Rachael Holley		
Sharon Stevens		

1) Call to Order / Agenda Changes
    - Alex called the meeting to order at 6:30pm.
    - No agenda changes.
2) Action on Minutes
    - **MOTION** to accept minutes of August 15, 2024, as submitted was made by Laura, seconded by Kathleen and approved unanimously.
3) Public Comments - None
4) Correspondence - None
5) Friends Report: (Linda) – Please find report included in Board Packet for September.
6) President's report: (Alex) - None
7) Treasurer's Report: (Alex for Nick)
    - The balance sheet shows total assets at $1.5 million
    - Total Liabilities and Equity on track with 2023.
    - **MOTION** to approve Warrant was made by Rachael, seconded by Linda and approved unanimously.
8) Director's Report (with Librarians' reports) – Please find reports included in Board Packet for September.
9) Unfinished Business
    a) Auditor's recommendations (where are we)
        - The payroll will be regularly reviewed by Nick, Linda and Alex on a rotating schedule.
        - Nick has set up a schedule to review bank statements.
    b) Policy review – Collection Development Policy

- **MOTION** to accept the Policy as updated and amended was made by Sharon, seconded by Rachael and approved unanimously.

c) 2025 budget
   - The Library Budget has been submitted. The town has its final review on 10/9, and the official vote is 10/21.

d) Consolidation of bank accounts at KeyBank
   - The consolidation of bank accounts at KeyBank has been completed.

10) New Business

a) Document of Understanding Between the MCLS and its Member Libraries.
   - **MOTION** to approve the President's signing of the DOU was made by Kathleen, seconded by Linda and approved unanimously.

b) June 2025 meeting
   - There will be no June 2025 Board meeting as it falls on Juneteenth.

11) Public comments – None

12) Educational segment
   - As Library Trustees are asked to complete Continuing Education on a yearly basis John will forward to the Board members a link to Short Takes for Trustees to help facilitate this requirement.

13) Executive session - None

14) Motion to Adjourn
   - **MOTION** to adjourn at 7:10pm was made by Linda, seconded by Laura and approved unanimously.

Upcoming meetings:
Board of Trustees Meeting will be Thursday, October 17, 2024, at 6:30pm in the town meeting room.

Respectfully submitted by Susan Reeves