

## **Mary L Blood Memorial Library Trustees' Meeting ~ December 19, 2018**

Present: Trustees Edson Pierce, Chris Wagner, Tom Kenyon

Excused: Mary-Anne Boyce, Dick Beatty

Other Attendees: Win Johnson (Chair of West Windsor Select Board), Jeff Epstein (Reporter for Eagle Times), Martin Butler (Teacher at Albert Bridge School)

- (1) Chair Tom Kenyon called the meeting to order at 4:00 PM.
- (2) Board reviewed and approved the minutes of November 28 and December 10, 2018.
- (3) Changes and Additions: None at this time.
- (4) Executive Session: None at this time.
- (5) Librarian's Report: See below.

### **Mary L Blood Memorial Library Librarians Report ~ December 19, 2018**

#### **November Statistics:**

42 People visited the Library; 5 new memberships and 2 updated cards were issued; 7 items borrowed through Inter-Library Loan; 22 items borrowed from our library; 4 volunteer hours; 5 meetings/groups utilized the Library (Two CLiF Presentations, Friends of the Library, Writers Group and Trustees).

#### **What I've Been Up To!**

The spine labels are 98% complete in the Library. A volunteer and I have begun working on compiling an accurate shelf list for the library.

Saturday, December 8, was the Town-Wide Read for VT Reads *Bread and Roses, Too* by Katherine Paterson. 9 Individuals attended the book discussion. Jasper and Justin brought fresh from-the-oven warm bread with butter to enjoy while discussing the book. Thank you to all that came. It was a great discussion and I hope to repeat it again next year.

I am working on the Department of Libraries Annual Report.

#### **Upcoming Meetings:**

January 2019 - Windsor County Library Directors Meeting – Ludlow, VT  
Respectfully submitted, Lynn Esty, Librarian

- (6) Status of Resignations: Board was updated by Chair.

- (a) Board accepted with regret the Resignation of Trustee Mary-Anne Boyce. It was noted she had worked diligently this past year. She did not recommend a successor.
- (b) Board discussed at length the resignation of Library Treasurer Cathy Archibald. The consideration was tabled.

(7) Chair presented the Financial Report to the Board:

He noted the Trustees have:

- (a) Library Checking has as of December 12: \$784.00
- (b) The Money Market has \$13,008.00
- (c) There is an Accounts Payable in the amount of \$214.00
- (d) The MM includes the reimbursement from the Select Board for 2017 work/expense on the restroom in the amount of \$5479.

(8) Board discussed status of the two trust funds: Chair noted funds had been borrowed from these trusts in years past: It was moved and approved to transfer from the money market to fully fund the Mary L. Blood Library Trust Fund in the amount of \$2500 and from the money market to fully fund the Fred Savage Trust Fund in the amount of \$1250. Need to verify the amounts.

(9) Board discussed MLB budget proposal. To date we have orally asked for \$18,000 for 2019.

(10) Discussed request for funds: Chair will submit to the Select Board a request to funds for MLB in an article for \$18,000 for budget year 2019.

(11) Old Business:

(a) Tom confirmed he had checked with VLCT and confirmed the town has the Library insured. This means the Town of West Windsor, through the Select Board, does own the library building and the land.

(b) Tom stated he continues to investigate the gutter over the front entrance and suspects we can find a better solution than the gutter proposed at over \$1500. Any work will have to wait until spring.

(c) The librarian reported the shelving was made to the wrong dimensions and is being rebuilt. It will be installed soon.

(d) It was reported the Friends have not been and will not be active during the holidays. The question was raised as to when they plan to get rid of the piles of books stored in the aisles?

(e) Discussed status of the Library. The Chair of the Select Board is meeting with Attorney Matt Birmingham to discuss the matter.

(f) Library Treasurer: The matter was tabled.

(g) Discussed maintenance issues: Not sure if Jerry Ouelette has repaired the bulkhead outside door. Winter set in early. No action on air conditioning. Flag pole installation will wait until spring. The book sale books will go soon and the librarian has restricted which books she will accept.

(12) New Business

(a) Librarian is working on a report for the Town report.

(b) No other new business.

(c) Next regular meeting will be the third Wednesday in January.

The Trustees adjourned the meeting at 6:00 p.m.

Tom Kenyon, Acting Secretary