

Mary L. Blood Library Trustees' Meeting January 18, 2018

Present: Trustees Tom Kenyon, Mary-Anne Boyce, Librarian Lynn Esty, and Librarian Mary Jane Wentworth

Excused: Edson Pierce, Richard Beatty Absent: Chris Wagner

Meeting commenced at 4:04pm

No additional items were added to the agenda.

The minutes of the last meeting were not confirmed due to the lack of a quorum of the board.

Mary Jane Wentworth read her Librarian's report:

New Librarian – I would like to clarify that we had six applications for the librarian position – (not five as stated in the December report). The trustees interviewed selected candidates on January 2 and 3. They met again on Thursday, January 11, and made a decision to hire Lynn Esty. Lynn has accepted and was invited to attend the trustees meeting on January 18th.

FY 2017 Public Library Statistics Survey – The report was submitted on January 8.

New Books – I reported all the new books to the Vermont State Library.

SunCommon - Rebecca White emailed me that SunCommon would like to do their presentation here at the library on Sunday, February 11, from 1 p.m. – 3 p.m.

Supplies - I ordered two new black ink cartridges and they have been received.

Petty Cash - There is \$40.57 in petty cash. We received \$30.00 in donations for our extra books and I have turned that over to the town clerk.

Penny Bliss donated three boxes of books.

I would like to thank the trustees for their support during the past year. I look forward to helping the library in whatever way I can and will be here as needed to support Lynn as she takes on this job.

Respectfully submitted,

Mary Jane Wentworth, Librarian

The board requested that Mary-Anne write a press release announcing the new librarian.

The New Library hours were presented and discussed.

Wednesdays: 1:30 – 5:30pm

Saturday: 9am to 1pm

**Will be voted and confirmed at the next board meeting where a quorum is present.

Regular Trustees meeting day discussed.

Switch to the 3rd Wednesday of each month to enable the Librarian to attend.

**Will be voted and confirmed at the next board meeting where a quorum is present.

Delayed the discussion of the **Budget** until the next board meeting on February 21, 2018.

Old Business:

- a. Computer help for townspeople/computer Literacy proposal by Win Johnson discussed. Lynn will check with Win and will do a proposal for programs around this topic.

- b. Friends Group: nothing to report. Tom reminded Mary-Anne that all funds used by the Friends group must be kept separate from any Library funds. Mary-Anne will adjust the proposed budget to reflect the removal of those funds designated to support the formation of the group.
- c. Automation project: Mary-Anne will send Lynn the report on automation presented to the board last summer. Lynn will review it and give us her ideas about how to proceed.
- d. Status of Sales Tax payment: Mary-Anne has prepared the paperwork and will get the check for \$27.36 from Cathy Archibald and mail. The payment was previously authorized by the Board.
- e. Maintenance:
 1. Shelf in the entry Hall: Tom will follow up with Dave Silvester
 2. Light over the entry door: Tom will follow up once the weather is better. Lynn shared with us how the Proctor Library keeps the entry light on: an LED light on a light sensitive timer which keeps the light on only during the nighttime.
 3. Gutter over the front door: In answer to Edson's request to replace the missing gutter with a cedar gutter, Mary-Anne has found a source. Tom recommended the information about materials be given to Dave Silvester for a quote.

New Business:

1. Support was given for Lynn and Mary Jane to attend the January 31 Windsor County Librarians meeting at the Hartland Library.
2. Updating of computers in the Library. Lynn will explore funding thru the Gates Foundation. This funding has been used by other local libraries. She will get back to us with details.
3. Book Sale – update at next meeting.

Meeting adjourned: 5:30pm

Respectfully submitted

Mary-Anne J Boyce,