

Lanpher Memorial Library
Trustee Meeting

December 11, 2018

4:00 PM

In Attendance: Chair: Sigh Searles, Co-Chair: Fran Aronovici, Treasurer: Jim Noyes, Emily Dearborn, Ken Geiersbach, Susan Hayes, Library Director: Amy Olsen, and Secretary: Melanie Dickinson

Added Agenda Items:

- Executive Session for Employee Bonus Discussion
- Friends Request for a Non-Voting Seat

Friends Report: Amy reported that the Great Scot Gala was amazing with about 70 people attending.

Secretary's Report: Emily made the motion to accept the November 13, 2018 minutes as written. Seconded by Jim. All in favor.

Treasurer's Report: Warrants were signed by the Trustees.

Librarian's Report: (See attached) Several grants are being considered at this time. The 2018 Annual Awards are being planned for January with Rick Norcross and the All Star Ramblers entertaining.

Old Business:

- **Fund Raising Update** - Ken reported that we have received \$3448.72 in donations. Only one was sent from the HPES flyers.
- **Pay Pal** – Four donors have used pay pal.
- **Bookshelves/Reorganizational Project** – Two bookshelves have been installed in the children's room. Emily painted another bookshelf from the basement which is now displaying books outside the children's room. Emily made the motion to use the remaining allotment (October 9, 2018) and the Gordon Tallman donation fund to go ahead with the reorganizational project. Seconded by Susan.
- **East Wall** -No action was taken.

New Business:

- **Basement meeting space** – Amy will emphasize the use of the library building by many groups and organizations in her annual report for town meeting. We will continue to discuss and plan for future renovation of the basement space to be used as another meeting space. This may be a project to be included in the Capital Reserve Fund.
- **Status of Budget** – Jim reported that our budget was presented to the Selectboard showing level funding for the fiscal year 2019 – 2020.
- **Update from Performance Review Committee** (Sigh, Fran and Susan) – The committee is developing a form for Amy's annual performance review. They will be meeting again in January to discuss and finalize their review which will then be presented to the Trustees for approval.
- **Friends Request for a Non-Voting Seat** – We have always welcomed a liaison of the Friends to attend our open meetings and to report on their events and activities.
- **Executive Session for Employee Bonus Discussion** – Jim made the motion to enter executive session to discuss employee bonuses. Susan seconded the motion. Emily made the motion and seconded by Ken to leave executive session. Susan made the

motion to give bonuses in the following amounts: Amy - \$175, Ruth - \$90, Christie - \$90, and Al - \$65. Seconded by Ken. All in favor.

- **Capital Reserve Fund** – After a lengthy but productive discussion, it was decided that the committee (Sigh, Susan and Emily) will meet with Susan Bartlett to discuss a timeline for the fiscal year 2020 – 2021 and funding mechanisms.

Adjourn: Emily made the motion to adjourn the meeting. Jim seconded the motion. All in favor. Meeting was adjourned at 6:00 PM.

Next Meeting: January 8, 2019