

Lanpher Memorial Library
Trustee Meeting

February 14, 2017

4:00 PM

In Attendance: Chair: Sigh Searles, Co-Chair: Fran Aronovici, Treasurer: Jim Noyes, Emily Dearborn, Ken Geiersbach, Julie Rohleder, Library Director: Amy Olsen, Assistant Librarian: Ruth Hay, and Secretary: Melanie Dickinson

Visitor: Susan Hayes

Added Agenda Items: Video – Evaluating the Library Director

Friends Report: Amy reported that the Friends are planning a program about the Green River Reservoir to be presented on March 12. Sam Cubit has offered to meet with the Friends to help design their website.

Secretary's Report: Emily made the motion to accept the minutes as written. This was seconded by Julie. All in favor.

Treasurer's Report: (See attached) Warrants were signed by the Trustees.

Librarian's Report: (See attached)

Old Business:

- **Office Remodel** - Mike Isabel has met with Amy to review plans for office remodel. He will begin work in the next week or two.
- **Calendar / Review** – Amy reported that her daughter, Casey, was willing to organize the April Poetry Slam. Casey suggested a poetry writing workshop be held prior to the poetry slam. Geof Hewitt or Julia Shipley were recommended as possible presenters. Amy and Sigh will contact them to see if one of them is interested in participating in this program.
- **Strategic Plan Review** – The Trustees reviewed the buildings and grounds category of the strategic plan. The following plan was established:
 1. At the March meeting, Amy and Emily will present updates on bids for air conditioning.
 2. A committee consisting of Amy, Fran and Melanie will meet to discuss the reorganization of the second floor and improvements to the interior signage. This committee will report back to the Board in June with a proposal for project completion in 2017.
 3. Painting – Emily will meet with Linda Hill to acquire a bid for painting the interior of the library. This proposal will be discussed at the May meeting.
 4. Carpeting – It was decided to revisit each year the wear and tear of the carpeting to determine when to plan for carpet replacement.
 5. Landscaping – Plans seem to be in place with no major projects at this time.
- **Fund Raising Update** – No changes from last meeting.

New Business:

- **Town Meeting:** The Board discussed our participation and plan for town meeting.
- **Performance Review** – Evaluation forms were distributed to Board members. These are to be completed and returned to Sigh by March 1.
- **Trustee Video** – The Trustees viewed the video – “Evaluating the Library Director”.

Adjourn: Julie made the motion to adjourn the meeting. Seconded by Ken. All in favor.
Meeting was adjourned at 5:25 PM.

Next Meeting: March 14, 2017

