

Lanpher Memorial Library
Trustee Meeting

January 8, 2019

4:00 PM

In Attendance: Emily Dearborn (chaired meeting due to absence of Sigh and Fran), Treasurer: Jim Noyes, Ken Geiersbach, Susan Hayes, Library Director: Amy Olsen, Secretary: Melanie Dickinson, Friends Liaison: Diane Szlachetka

Added Agenda Items:

- Review calendar
- Strategic Plan Review
- Annual Award Nominations
- Oil Spill Status

Friends Report: Diane Szlachetka gave an overview of the Friends mission and their fund-raising events and community programs. At this time, they are planning 6 or 7 speaker series.

Secretary's Report: Ken made the motion to accept the minutes of two meetings held on December 11, 2018. Susan seconded the motion. All in favor.

Treasurer's Report: (See attached)

Librarian's Report: (See attached) Amy updated her report with the following dates: March 2 – Fundraiser Tea with Suzanne Boden at the Governor's House, April 22 – Vermont Humanities Council Speaker (Why Are We Still Reading Jane Austen), and April 26 – Madeleine Kunin.

Old Business:

- Capital Reserve Fund – The committee met with the Selectboard on January 3 with a proposal to phase out the \$12,000 contribution, over 4 years in \$3,000 increments, to put into a capital reserve fund. Ron with the Selectboard will work on writing an article which includes a starting date. Susan will check with Ron on the status of the article. The committee was very appreciative of their meeting with Susan Bartlett and her suggestions on how to establish a library capital reserve fund. The committee will plan a work session to go over the spreadsheet to map out dates for completion of building projects to be included in the capital reserve fund.
- Fund Raising Update – Ken reported that \$4,547.22 has been received at this time.
- Bookshelves – Amy has ordered book cases, a computer work area and revolving multi media displays from the Vermont Correctional Industries.
- Basement meeting space/annual report to town – Amy is working on a draft for the town report which emphasizes the many uses of the library by community groups.

New Business:

- Status of Budget – No new updates
- Update from Performance Review Committee – The committee has created a new form which they feel will be more meaningful for Amy and for the Board. They will present the evaluation form at the February meeting.
- Review calendar – Some changes were made to the Library Trustee Calendar. See attached.
- Strategic Plan Review – It was decided to begin work on reviewing the plan. At each monthly meeting we will discuss one of the six topics for updating and revision.
- Annual Award Nominations – It was decided to discuss nominations at our July meetings.
- Oil Spill Status – There was an oil leak from a tank in the older side of the library. County Oil repaired the leak and cleaned up the area.

Adjourn: Jim made the motion to adjourn the meeting. Ken seconded the meeting. All in favor. Meeting was adjourned at 5:28 PM.

Next Meeting: February 12, 2019

