

Lanpher Memorial Library Trustee Meeting

October 13,2020

*This meeting was held remotely by ZOOM.*

5:00 PM

**Board Members in Attendance:** *Chair: Fran Aronovici,, Treasurer: Jim Noyes, Sigh Searles, Emily Dearborn, Ken Geiersbach, Kim Puleio, Library Director: Amy Olsen, Secretary: Melanie Dickinson*

**Others in Attendance:** *Friends Liaison: Diane Szlachetza and Jack Wool*

**Added Agenda Items:** Executive Session to Discuss Personnel Issue

**Introduction of Trustees to Kim:** Members took a moment to share with Kima little information about themselves, and how long they have been on the board. Again, Welcome Kim!

**Friends Report:** The Friends are busy planning their “Spooktacular Pumpkin Extravaganza.”

**Secretary’s Report:** Emily made the motion and seconded by Ken to accept the September 8<sup>th</sup>, 2020 meeting minutes as written. All in favor.

**Treasurer’s Report:** Jim was unable to prepare and present a report because he had not received payroll and budget information from the town clerk’s office.

**Librarian’s Report:** Amy reported that the curbside and appointment only phases are working well. The September statistics show that circulation continues to be very active.

**Old Business:**

- Budget and Salaries Discussion – The Trustees reviewed and discussed the 2021–2022 budget proposal prepared by Sigh and Jim. Emily made the motion to accept the 2021–2022 budget as presented. Seconded by Sigh. All in favor.

**New Business:**

- Capital Reserve Fund - After review and much discussion, it was decided that Amy would get an update on the proposed sprinkler alarm system. Sigh and Emily will examine the removal of branches which are too close to the building in the back corner. They will decide if they can be removed now or in the spring.
- Trustees Conference Discussion – Melanie shared some topics which she thought might be considered by the Board – gift policy, job descriptions, a strategic plan and advocacy. Further discussion of these topics will be at another meeting.
- Little Free Library MOU - Fran presented the MOU for the Little Free Library which will be placed at the Courthouse. She will be the point of contact for its installation, maintenance, and operation. Plans for its dedication may be late October or early November.

**Executive Session to Discuss Personnel Issues:**

- Jim made the motion and seconded by Ken to enter executive session. All in favor.
- Emily made the motion and seconded by Ken to leave executive session. All in favor.
- No action was taken after executive session.

**Agenda Items for Next Meeting:**

- Budget Presentation with Select Board
- Annual Appeal Update
- Trustee Conference Topics to Consider

**Adjournment:** Emily made the motion and seconded by Ken to adjourn the meeting at 6:44 PM. All in favor.

**Next Meeting: November 10, 2020**

