

## Lanpher Memorial Library Trustee Meeting

October 13, 2015

***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, Secretary: Melanie Dickinson

***Secretary's Report:*** A motion was made by Julie and seconded by Ken to accept the minutes of September 8, 2015. The minutes were approved as written.

***Treasurer's Report:*** See attached. Warrants were approved by the Board.

***Librarian's Report:*** See attached.

### ***Old Business:***

- *Book Sale Report* – We raised \$450 this year. The dolly we have now is no longer useful for moving materials of any type. Emily made the motion to purchase a new dolly. Seconded by Julie. So moved. Amy will buy one so we will not have to borrow from others.
- *Grounds Report* - Emily reported that the weeding needs to be done twice a month from May to August. The job could be completed in about 2 hours each time. She suggested that we hire someone for \$20 dollars an hour. Fran and Emily will look for qualified candidates for this task.
- *Accessible Parking Project* – Amy and Fran attended the Select Board meeting on September 10<sup>th</sup>. The Select Board approved the parking project proposal. Amy now has letters from the Village of Hyde Park, the Select Board and Bill and Susan Bartlett which will be presented with the Building Communities Educational Facilities Grant of the VT Dept. of Buildings and General Services.
- *Elevator* – The elevator has passed inspection. This will continue to be inspected yearly.
- *Sprinkler System* - The improvements to the system will be worked on Thursday, October 15, 2015. This will also be inspected yearly.
- *Plumbing* – County Plumbing has made corrections to the bathroom plumbing system. At this time we have not received a bill.

- *Employee Compensation / Budget* – After much discussion of the budget and employee compensation for 2016 – 2017, it was decided to finalize the budget at our next meeting. The Trustees will present the Lanpher Memorial Budget on Thursday, November 12<sup>th</sup> to the Select Board.
- *Fund raising progress* – At this time we have received 28 donations. A special thanks to Julie and Ken for their work in composing the insert and letter for our fundraising campaign. Many of the Trustees and Sandy Bowen helped get letters ready for mailing.
- *Annual Policy Review* – This will be reviewed at next meeting,

***New Business:***

- *National Guard Photo* – Ashley Madden has a framed picture of the National Guard taken around the 1940's. He would like to give the picture to the library. Sigh suggested the picture could be displayed above the Veteran's plaques. It was decided to have Sigh call Ashley Madden and to accept the picture.
- *Friends of the Library* - Amy reported that at this time the Friends have a basket raffle in the library. They continue to work on their non-profit status.
- *VT Trustee and Friends Conference* – Amy will send out an email to let us know when she needs to know who will be attending the conference in Burlington on Saturday, November 7<sup>th</sup>. Emily made the motion for the Trustees to fund all participants attending the conference. Seconded by Julie. So moved.
- *Strategic Plan* –Each member will review the strategic plan before the next meeting. We need to determine our priorities from the strategic plan outline so we can organize the order in which we will take action. Discussion and planning will continue at the next meeting.
- *Agenda Items for Next Meeting* - Finalize the 2016 – 2017 budget, Review Policies, Determine priorities of strategic plan.

***Adjourn:*** The motion was made by Emily and seconded by Ken to adjourn the meeting. Adjourned – 5:50 PM.

***Next Meeting: November 10, 2015***

