

Bent Northrop Memorial Library
Trustee Meeting Minutes
September 15, 2015
Draft

Present: Albert Tetreault, Susan Magnan, Sarah Montgomery, Amanda Forbes, Jennifer Archambault, Laura Fulwiler

Call to Order: Albert called the meeting started at 4:35

Agenda approved, SM, JA
August meeting minutes approved (SM, LF).

Guests: Sonia Dodge

Treasurer's Report:

- Amanda presented YTD financials.
- Transfer of funds will happen in November upon receipt of property tax payments and property reimbursement. Funds will be moved to operating CD to support operating expenses.
- 60% of budgeted expenses spent so far on operating expenses.
- No actions needed regarding the budget at this time.

Librarian's Report:

Sarah presented her monthly update to the Board. Highlights include:

- Provided an overview of summer programs. Approximately 100 participants during the course of the summer.
- Playgroup has started-13 kids, definitely growing from last year!
- Mr. K is back for after-school programming.
- Banned books week (September 27-October 3)
- After school/Back to school is going well.
- DVD donations-cataloging and organizing.
- Fan installation in loft to help with heat.
- Trustee conference, Saturday November 7 in Burlington
- Cataloging Training-learning the back-end of how to track and manage our inventory.
- Policy updates-need updating. Will add to Agenda as a monthly item. Sarah and the Board will review each month. Jennifer will send the monthly policy to be reviewed with the minutes and agenda.

Old Business:

Reviewed action items for the To Bid or Not To Bid event.

Susan updated the group on her discussion with the SB. SB members will hold their SB meeting at the Library on Monday, September 28, 2015 at 7:30 pm.

We will give a tour, provide food, and give a brief overview of the work of the library.

New Business:

Albert will invite Suzanne Shepard to our December 15th meeting.

Agenda for Next Meeting:

To bid or not to bid debrief

Policy Review

Update on Selectboard

Motion to move to Executive Session (JA, LF)

5:55 p.m.

Motion to exit executive session (SM, LF) Exited Session at (6:09pm)

Next Meeting:

October 20, 2015 @ 4:30

Adjourn:

Motion to adjourn (LF, SM)

Meeting adjourned at 6:10