

Bent Northrop Memorial Library
Trustee Meeting Minutes
Sept 20, 2018

Present: Laura F. , Jennifer A, Peter B, Kristina B, Laura B., Sarah M., Bridget R, and Sonia D

Call to Order: 4:29

Guests: None

Treasurer's Report: Amanda forwarded the budget for the year to date and notes we are currently at 73% which is where we should be at this time.

Librarian's Report: (see attached) Sarah presented her report including past events (a very successful two sessions of Mini Barn Quilt production done by trustee, Kristina B), recurring activities including play group/story hour on Wednesdays and Drop -in Maker Space on Wednesday afternoons. Many future events presented as well including Baby Meet and Greet, Adult woodworking/chair making, Trunk or Treat to name a few. Announced new volunteer will start Monday Sept 24 (Luann Ross) and Vt League of Cities and Towns will be Thurs October 4th this year.

Friends Report: Bridget gave an comprehensive update on the upcoming To Bid or Not to Bid, the annual fundraiser to be held on Saturday Sept 29th and reports they have approximately 130 items donated including 8 to be included in the “noisy” auction with a command performance by Gene Archambault. Timeline beginning Monday Sept 24th with final push to set up on September 29th from 12-2PM. Big thanks to the Friends!!

Old Business:

- 1) Update on Back to school newsletter given by Sarah M. Letter has been sent, but not with request for parent signatures. Sarah has had a discussion with Vanessa Kittell for initial legal advice and with town insurer as well as representative at Vt League of Cities and Towns. Will need to have further discussion with public accommodation lawyer around liability to library for unattended children policy.
- 2) Strategic planning—tabled to November
- 3) Librarian performance review process update—Jennifer A will solicit input through evaluations to be sent to all trustees and self eval to Sarah
- 4) Preliminary discussion around library liability insurance and capital/emergency fund and written input provided by Amanda F.

New Business:

Budget—Sarah provided first pass on 2019 proposed library budget and discussed

Agenda for Next Meeting:

Phone conference for Morgan Stanley account update with John Myhre

Debriefing on To Bid or Not to Bid

Further Budget discussion

Follow up on legal input around unattended child policy

Executive Session:

Performance review and pay decisions

Next Meeting:

October 18, 2018 at 4:30

Adjourn: 5:42

Librarian Report 9/20/18

Programming Update:

Past:

- Thursdays, August 23rd and Sept. 6th; 6pm - **Mini Barn Quilts** - Both full Classes with another 15 on a waitlist

Recurring:

- Wednesdays at 10am: **Playgroup / Story Hour**
- Wednesdays at 3pm: **Drop- in Maker Space**

Coming Up!

- Saturday, Sept. 22nd, 11am; **Fairfield Baby Meet and Greet**
- Five Tuesdays, starting Oct. 23rd: **Teen Room Mural**
- Thursday, Oct. 25th: **Adult Woodworking/ Chair making**
- Saturday, Oct. 27th, 3-5pm: **Trunk or Treat**
- Thursday, Nov. 1, 6pm: Rescheduled **“Woof! What Does the Dog Say?”**
- Saturday, Nov. 10th, 11am: **Drag Queen Story Hour**

Other Updates:

- VT League of Cities and Towns Conference, Oct. 5th
- New volunteer!