

Bent Northrop Memorial Library
Trustee Meeting Minutes
April 15, 2014

Present: Jennifer Archambault, Laura Fulwiler, Kristen Hughes, Kerry Lambert, Amanda Forbes, Susan Casavant Magnan

Call to Order:

3:37 (LF, KL)

Approved minutes (SM, LF)

Guests:

Treasurer's Report:

Expenses are 25% of budget for the month of March

Morgan Stanley increased \$18,000

Owe \$9700 to the general fund

Discussed increase in fuel costs

Electronic Resources expense higher than predicted

Librarian's Report:

Programming update: Paper Mache going well lots of interest.

Staff Update: Peg Newbury alternating Saturdays, and subbing. Great contribution and doing great! Contracted cleaning, Doug Williams has hurt himself and will be out for an undetermined amount of time. Agreed that Kristen should contact All Seasons Cleaning to clean in the interim

Warrants: Will send Via Email

Technology: Mac was fixed by Apple for free

Facility upgrades:

Fan for the loft-reversible to help with heat control in the that space. Recommendation that we install a reversible fan. Aaron Forbes will do the work in a day.

Asked the Board for approval to install electric hand dryers in the bathroom, (cost range from \$200-\$1200).

Other

Old Business:

Follow up:

Insurance Regarding Private Function--General liability does exclude a one time occasion if you have alcohol that the library is hosting (such as growth fund events etc.) Recommended our attorney to draft an agreement that we could engage in if we were to allow private functions.

Patrons using the library for a private event should cover insurance for the event.

Also recommended talk with legal counsel regarding the after school liability issues for after school program. Contacted legal counsel through City of League and Towns to discuss, recommended seeking legal counsel through town attorney to create a waiver. The concern is the release of children from school to the library.

Reviewed per Capita contributions from other libraries: \$79 Killington, \$90 Stowe,

Discussed Thursday evening lecture series. Currently not offering as a standing program, but have offered as there are topics of interest.

New Business:

Executive Session to discuss personnel issue--When did we go in and when did we come out?

Agreed to move Suzanne and Bridget to June meeting.

Agenda for Next Meeting:

Continue conversation regarding transition plan for on-boarding librarian.

Next Meeting:

May 20, 2014

Adjourn:

5:05 SM and LF