

**Bent Northrop Memorial Library
Trustee Meeting Minutes
December 20, 2018**

Present: Laura F. , Jennifer A, Peter B, Kristina B, Laura B., Sarah M.

Call to Order: 4:29 by Laura F.

Guests: None

Approval of previous meeting minutes: Motion to approve (Peter B), second (Kristina B), all approved

Treasurer's Report: See attached report provided by Amanda Forbes

Librarian's Report: (see attached) Sarah presented report and noted well attended holiday creative activities (DIY Festive Star and Gingerbread house making), progress on Teen Room Mural and plans in January for Book Club beginning Thursday Jan 10 and Painting party with Victoria Rosen Vining on Jan. 24. Great news...\$10,000 technology grant from NIH-US National Library of Medicine to fund purchase of new technology with one year of maintenance.

Old Business:

- 1) Tabled discussion around explanation of “debits” and “credits” and Morgan Stanley feedback to January when John M (Morgan Stanley) and Amanda will be at meeting
- 2) Follow up on budget—No response received yet from select board following trustees' presentation of proposed budget at select board meeting. Extensive discussion around strategies if not accepted for inclusion in town budget.

New Business:

- 1) Proposal that BNML Trustee join Sarah and Amanda when building budget...discussed as group and agreed that this was not necessary, but will assure that librarian will be present for special meetings around budget and also to include previous year's salaries and associated benefits in the coming year's proposed budget during initial stages of discussion.
- 2) Motion to authorize Amanda to move any surplus found in January to decrease amount from taxpayers—discussion concluded not to move on this, but to allow this to go into operating cost

3) Determined timing special meeting to discuss more future oriented planning for library to be held February 17th at Laura F's home—to be warned publicly according to by-laws.

Next meeting—Thursday, Jan 17, 2019

Motion to adjourn (Jennifer A, seconded by Laura B) at 6:15

Librarian Report 12/20/18

Programming Update:

Past/ In Progress:

- Saturday, 11/17, 11am: **Drag Queen Story Hour** - 10 attended
- Four Tuesdays, starting 11/27: **Lego Club** - Full class; 12 children
- Tuesday, 12/4: **DIY Festive Stars with Kristina** - Full class; 15 participants, plus several on waitlist
- Thursday, 12/6, 4-6pm: **Gingerbread Houses** - 25 attended
- Tuesdays - **Teen Room Mural**: 2 - 3 more sessions after break. Making progress!

Recurring:

- Wednesdays at 10am: **Playgroup / Story Hour**
- Wednesdays at 3pm: **Drop- in Maker Space**
- Mondays at 3:30pm: **Russian for Families**

Coming Up!

January

- Thursday, 1/10: **Book Club**
- Thursday, 1/24: **Painting Party with Victoria Rosen Vining**
- Four Tuesdays, starting 1/29: **Tinkering/ Toy Take Apart**

Other Updates:

- \$10,000 Technology Grant from NIH - U.S. National Library of Medicine. Will be able to purchase 7 desktops, 3 laptops with cases, 2 monitors, headphones, a wireless router and data cards, and 1 year of computer maintenance.

Library Clerk/ Substitute Rates:

\$10.50 - Hyde Park
\$10.50 - Dover Free
\$10.55 - Waterbury
\$11.00 - Bakersfield
\$12.00 - Cabot
\$12.00 - Marshfield
\$12.00 - Wells River
\$12.00 - Stowe
\$12.50 - Fairfax
\$12.00- \$13.50 - Kellogg-Hubbard
\$12.50 - \$13.50 - Williston
\$10.00 - \$15.00 - St. Albans

Library Assistant Rates:

\$12.00 - \$16.00 - St. Albans
\$13.00 - Bakersfield

St. Albans Free Library

2017-2020 recommended pay scale range

Library Director (master's degree, years of experience, supervisory experience, library skills, technology skills, fiscal planning, building management skills, programming & planning,)
\$55,000-\$73,000

Youth Room Director (college degree, years of experience, supervisory experience, library skills, technology skills, programming & planning)
\$48,000-\$59,000

Youth Room Activities Librarian (college degree, years of experience, supervisory experience, library skills, technology skills, weekly programming & planning)
\$16-\$22/hr

Adult Services Librarian (college degree, years of experience, supervisory experience, library skills, technology skills, monthly programming & planning)
\$16-\$22/hr

Adult Services Associate (college degree, years of experience, library skills, technology skills, supervisory experience)
\$14-\$18/hr

Adult Services Assistant/ Youth Room Assistant (years of experience, library skills)
\$12-\$16/hr

Library Clerk (minimal skills and duties)

\$10-\$15/hr