

Bent Northrop Memorial Library
Trustee Meeting Minutes
January 19, 2016
Draft

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

Call to Order: 4:46 p.m.

Guests: Bridget Rivet

December Minutes:

Motion to Approve (SM, AT)
Minutes Approved

Treasurer's Report:

Amanda presented the budget and highlighted the following related to budget:
\$19,500 in surplus funds will be transferred from last year to this year.
\$50, 665 will be required from Morgan Stanley Funds to level fund the 2016 budget.
Benefit expense was added to the 2016 budget.
Discussed that this is the last year of the agreed upon property reimbursement from the Town.
Motion to accept the budget as presented by Amanda (SM, AL). **Approved**

Motion to move to Executive Session (SM, AT) 5:00 pm
Motion to exit Executive Session (AT, SM) 5:30 pm

Motion to modify Sarah's previously agreed upon salary increase from \$3220, which will now be evenly split between FY 16 and FY 17. This adjustment is made to accommodate the requirement to provide health insurance benefits at a cost of \$7630.00. (LF, SM). **Approved**

Librarian's Report:

Sarah presented monthly update to the Board. Highlights:

First showing of the Vermont Movie, part 2 will be shown on 2/11 and part 3 on 3/10.
After school Lego program has 11 participants.
Art Exhibit for 2/3 opened on 1/14.

Old Business:

Bridget updated the Board on her conversations with Christine Graham related to fundraising and the role of the Friends of the Library. Recommended a 2- 2.5 hour session with Christine to facilitate a discussion related to fundraising. The primary deliverable from this meeting is to generate ideas to build a roadmap for fundraising.

Action item: Bridget will contact Christine to schedule on April 12, 2016.

New Business:

Discussed adult programming-painting workshop

Susan attended the January SB meeting and shared the librarians report.

Morgan Stanley: need to meet and greet with our new advisor, John Myher.

Reviewed the DRAFT 2015 Trustee Report prepared by Sarah.

Sarah presented her findings related to the per capita contributions for town libraries from the Vermont Public Library Statistics FY 14 Town Report.

Motion to approve the Library Annual Report (LF, SM).

Action items:

Sarah will create a presentation for Town Meeting highlighting all that the library offers.

Sarah will send the Annual Trustee Report to Amanda for submission to the Town Report.

Sarah will update the per capita report to include cost per hour to the town based on local tax.

Laura will schedule John from Morgan Stanley to come to our March meeting.

Agenda for Next Meeting:

Town Meeting Prep

Internet Policy

Select Board Update

Next Meeting:

February 16, 2016

Adjourn:

Motion to adjourn (AT, LF) 6:15 p.m.