

Bent Northrop Memorial Library
Trustee Meeting Minutes
December 20, 2016
Draft

Present: Albert Tetreault, Susan Magnan, Sarah Montgomery, Laura Fulwiler, Amanda Forbes, Bridget Rivet

Called Meeting to Order at 4:40

Agenda Approved (SM, AT)

November Minutes

Motion to approve (KL, AT)

Minutes approved

Treasurer's Report:

- Amanda was not present for this meeting.
- Amanda sent monthly financial report for trustee review.
- Property expenses should see a surplus due to lower than budgeted heating expenses.
- On target for other expenses.

Librarian's Report:

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

Huge turn out for the ginger bread building.

Big group for the drawing class.

People Counter for the front door-great way to gather data!

Signed up new patrons as a result of the K-1 art show.

Closed Thanksgiving and the day after; December 24-December 30

See full report

Old Business:

Based on questions presented by the SB in December, and research by Laura and Bridget relative to the other local libraries, Trustees had further discussion regarding town meeting and warning.

Laura and Bridget presented key points from Vermont State Library Association Conference and workshop on sustainability.

Key points determine why you do what you do, how you do it and then what you do.

Community is key-tap your community for programs, community is part of your collection(libraries are about knowledge).

Laura updated trustees on her findings relative to confidentiality and protecting patron privacy.

Action item:

Susan will request that the Trustees be added to the Agenda for the January 9 2017.

Jennifer will follow up on email from John Barlow.

New Business:

2017 Budget

Reviewed proposed 2017 budget

Discussed the need to consider future budgeting for capital improvements.

Motion to approve 2017 budget (KL, AT)

Approved

Executive Session

Motion move into executive session 5:01 p.m. (AT, SM)

Motion to leave executive session at 5:15 p.m. (KL, AT)

Motion to approve increase salary for librarian assistant and library director (KL, LF)

Approved

Next Meeting:

Tuesday, January 17, 2016

Adjourn (SM, LF) at 5:40 pm

Librarian Report 11/15/16

Programming:

Past Programs

- Scream Teens: Special FX Make-Up Demo, with Jim Bray - large group of kids were very interested
- Trunk or Treat - large number of attendees, fewer trunks than previous years
- Podcasts and Pencils - no attendance
- Food for Thought: Vermont Cranberry - 6 adults

Ongoing Programs

- Weekly Open Maker Space - Wednesdays 3 - 5pm
- Playgroup - Wednesdays 10 - 11:30am
- Lego Club - Tuesdays 3 - 4pm

Coming up!

- Food for Thought: Does Leap: Thursday, Dec. 8th, 6pm
- K - 2 Drawing Class with Ms. Wolfson: Thursdays, November 10th - Dec. 8th

Updates:

- Holiday hours - Closed Nov. 24th and 25th for Thanksgiving. Closed Dec. 24th - 30th for Holiday break.
- Book Sale - Made around \$140

Professional Development:

- VOKAL
- Not Just for Kids: STEM Programs Your Adult Patrons will Love