

Haston Library

Board of Trustees Meeting

December 4, 2014

Members Present: Bryant Reynolds, Sue Clark, Carole Richard, Karen Gates, Art LeDuc, Linda Hartman, Jennifer Bright and Librarians Kathleen Engstrom and Linda Childs

Members Absent: None

Public: None

Call to Order: 6:07PM by Bryant

Approval of Reports:

Librarian's Report: Motion to approve by Linda. Seconded by Jennifer. All in favor, motion passed.

Financial Report: Motion to approve by Bryant. Seconded by Linda. All in favor, motion passed.

Minutes: Motion to approve minutes of November 6, 2014 by Linda. Seconded by Art. All in favor, motion passed.

Correspondence: Sue wrote thank yous to people who donated for Ora Ploof and the two donors listed at last meeting. Kathleen wants to purchase "Freedom and Unity Vermont Movie" for \$54 from DOL. She would like to collaborate with the Franklin Historical Society in presenting it to the public. There are several segments; so it could be a free program at the Town Hall. Kathleen reported on an issue of unpaid overtime hours and the legal issue according to Fair Labor Standards. Several comments were made as to salaried vs hourly and how we can remedy the issue here at the Haston. The board feels that we should keep the workload within paid hours. Further discussion will be held during the evaluation process.

Old Business:

- The bookcase RFQ was opened from Ken Kane. He quoted \$690 for building and installing the bookcase according to the plans. Mr. Rainville decided not to bid. Eric Gerrard's bid was the same. Linda moved to award the bid to Mr. Kane. Seconded by Carole. All in favor, motion passed. The funding will come from the Eben Racine Fund and we will put a small plaque on the bookcase.
- Strategic planning will be presented in January.
- Budget meeting Dec. 11th at 9:00am for 2015-2016.
- The Gifting Policy needs to be reworded to reflect "amounts totaling \$499 and over given for an individual memorial will be deposited in the Haston Fund instead of the general fund. It was suggested to hand out our policy to two local funeral homes.

- Jennifer made the motion to apply the memorial funds for Ora Ploof toward a new bookdrop. Seconded by Linda. All in favor, motion passed. Marshall and Colette are okay with that decision.

New Business:

- Kathleen requested closing the library on December 26, 2014. The board was in agreement.
- Bryant informed us that the reports for the Town Report are due Jan. 7, 2015. He will email it to all of us before submitting it to the town clerk.
- Executive session entered at 6:55pm for discussion of personnel evaluations. Exited at 7:17pm. Kathleen's evaluation will be presented on Dec. 11, 2014 to her. The board approved salary increases.

Other Business:

Adjourned at 7:26pm by Linda/Art for Christmas party.

Next Meeting: Thursday, Jan. 8, 2015 at 5:30pm

Respectfully submitted: Susan E. Clark