

## Haston Library Trustees Minutes March 4, 2017

The meeting was called to order by Chair Sue Clark at 8:02am.

All trustees (Bryant Reynolds, Carole Richard, Nancy Jewett, Deb Grennon, Linda Hartman, and Nancy Magnant) were present as well as library director Kathleen Engstrom and assistant Linda Childs.

The agenda was amended to discuss the Personnel Policy at the beginning of the meeting.

### Old Business:

Personnel Policy: Bryant moved to accept the Personnel Policy and Linda seconded the motion. Deb suggested the following change: *All vacation time will be at the discretion of the trustees* should replace the third sentence in the policy. Bryant made the motion to amend the policy with this change. Linda seconded the motion. The policy was approved as amended.

### Approval:

Bryant Reynolds made a motion to accept the librarian's report and Linda seconded it. The librarian's report was accepted.

A motion to accept the financial report was made by Deb and seconded by Bryant. It was noted that local phone books are still available at the telephone office for a small donation to the library and that the library still benefits from sales made by Schwan's truck. The financial report was approved.

Linda motioned that the minutes be accepted and Nancy J. seconded. The minutes were amended to note that Deb Grennon left after the discussion on the Personnel Policy. The minutes were accepted as amended.

### Correspondence:

Short Takes for Trustees will be presented next month with the new trustees.

Vermont Online Library usage is up for January to 157 sessions for 1857 minutes.

The selectboard is getting quotes for staining windowsills and painting the ceilings in both the children's and adult rooms. Sue will discuss the possibilities of making the library windows weatherproof.

Scott Murphy is acting State Librarian.

### New Business:

None

### Other Business:

Computer training for patrons was discussed. Kathleen and Linda give one-on-one instruction as requested. Online tutorials are available.

Establishing a community coordinating committee to collaborate plans for the town along with strategic planning will be taken up at our next meeting. Kathleen will call other librarians to get ideas for community coordination.

Meeting adjourned at 9:03. Linda left at 8:55 and thanked outgoing trustees, Sue and Bryant, for their service to the library.

Next meeting: Thursday, April 6, 2017 at 6pm

Respectfully submitted,

Nancy Magnant, secretary

The February 4, 2017 minutes were amended to note that Deb Grennon left after the discussion on the Personnel Policy.