

Haston Library Trustees Minutes April 13, 2017

Vice-chair Linda Hartman called the meeting to order at 6pm.

Present were Trustees Carole Richard, Linda Hartman, Paula Tremblay, Jeffrey Teitelbaum, and Nancy Magnant and library director Kathleen Engstrom and assistant Linda Childs.

Kathleen gave a brief explanation of the Librarian's Report. She pointed out that \$330 of the courier service for Interlibrary Loan is paid by a grant from the state library. Jeff moved to accept the report and Paula seconded the motion with the understanding that a small error be corrected. The report was accepted with that change.

Carole moved that the secretary's report be accepted; Paula seconded and the report was accepted.

Kathleen reported that the Vermont Library Association dues have been paid. She also is concerned that the Institute of Museum and Library Services is a target for defunding and she will keep us up to date on this issue.

Old Business:

The Town Meeting Dinner netted \$498.55.

Kathleen questioned communication around the Personnel Policy. There was a brief discussion; no action was taken. Copies of the policy are available for trustees to include in their folders.

New Business:

The following officers were elected:

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| Chair | Nancy Magnant - nominated by Carole seconded by Jeff |
| Vice-chair | Linda Hartman - nominated by Carole seconded by Paula |
| Secretary | Deb Grennon - nominated by Linda seconded by Carole |
| Treasurer | Carole Richard - nominated by Linda seconded by Paula |

Committees will be named at the May meeting. Jeff volunteered to serve on the Maintenance Committee.

Trustee notebooks were updated with the latest policy changes. Not everyone had the same by-laws but correct copies will be available at the May meeting.

The Memorial Day Parade float will be planned at the next meeting. Bryant has offered to help with the float again this year.

Bluehost website is available for \$5.35 per month and has enough memory for the Franklin High School *Molecules* that have been digitized through the efforts of Carole Richard and the library staff. Linda brought the *Molecules* up on the computer to demonstrate how they can be accessed in the library.

The Vermont Library Association will meet on May 18th at Killington. Information is available at the VLA website.

It was suggested that all trustees understand the timesheets and hours worked by the staff. In a discussion it was recommended that the chair, vice-chair, and the treasurer should approve timesheets. It was also decided that the chair schedule meetings to save the library director's time. If a trustee cannot attend he/she should report that to the chair. Every effort will be made to meet on the first Thursday of each month except August when there is no meeting.

Other Business:

It was again suggested that the library join with other groups to combine resources to better serve the community.

Meeting adjourned at 7:10. Next meeting: Thursday, May 4, 2017 at 6pm.

Respectfully submitted,
Nancy Magnant, secretary