

Call to order 6:01PM Attendance-

Nancy Magnant, Carol Richards, Linda Hartman, Jeff Teitelbaum, Nancy Jewett (a little late), Kathleen Engstrom, Linda Childs, Paula Tremblay, deb Grennon

Amendments to agenda-

Kathleen would like permission to meet with League of Cities and Towns. Jeff made motion to allow Kathleen to speak to League of Cities and Towns. Discussion occurred. Paula seconded Motion passed

Comments from Citizens Present –

None present

Approval of

Meeting December Minutes-

Discussion of ongoing proofreading errors in minutes. Take out “discussion to consider date between school break” and “positive circulation numbers”

Add Linda Hartman to attendance Minutes accepted as corrected

Librarian’s Report- Was discussed Report accepted Financial Report

Report accepted

Correspondence:

Music Fundraiser –

Kathleen sent email with video attachments including samples of music for countywide fundraisers. State Librarian's email- included update on state focus CLiF kickoff- was a great start to grant distribution Santa and the Bookmobile- kids got free books and had a fun day Annual Report - Kathleen is finished and will send in email soon Floor Refinishing- will occur March 11 - 17, 2018; Lisa would like to

close library. Books will need to be covered. What will we do with computers? Suggestion was made to bring them downstairs or putting in closet. Librarians will take vacation time during these days. It will be sugaring time :) Trustee Position - Stacy Tremblay would like to be a trustee, sent a

bio to Kathleen. In addition, Sue Clark is interested in coming back to the board. Winter Carnival is February 3rd. Paula will attend the Recreation Department meeting next Monday for Kathleen. The Haston Library is sponsoring the Astronomical Society for this event.

Old Business

Strategic Planning Committee- has not met since last meeting, no report. Gifting Policy- was reviewed, discussed and approved 01.11.201.

Suggestion made to add detail to the donations line items in the budget. Nancy M. will ask Town treasurer to change details of this report. Budget Committee –

Select board accepted budget for FY19 \$41983.37 is final \$41750.00 revenue. Banner update-

Carol reported that the sketch drawn by Sandra Rooney in 2005 is planned for the banner. 3x5 foot banner costs \$75 by Grizzly Graphix. Larger sizes cost an additional \$40 incrementally. 3'x5' is most versatile size. Carol will get more information about adding colors and information about any additional cost. Wing chair slipcover - The cover will be ordered from JC

Penny, blue and white pinstripe. The embroidered doily with donor name is beautiful. Tree Lighting- will be an annual affair.

The sound system, singing and ornaments will be refined for next year. Polar Express- event was wonderful. Decorations, story time, Santa, movie and rides were positively thrilling. Suggestion to find a sound system for announcements during the parade. Paula purchased hardcover copies of Polar Express books for Howard, Tom, Polly, and Paul. Polly received three paperback copies for her grandchildren. We had 60 books leftover and will use next year. It was a good night. Library Volunteer - Volunteer status, employee or volunteer for free

was discussed. The Director is in charge of hiring library staff, including a substitute. A substitute will be paid, but a volunteer would not be paid. Kathleen has one volunteer, Mary Rasche, is self-employed. She could be trained to run the front desk as her schedule allows. There is a substitute list for FLARE (county librarian group) but person would not have access to alarm or key. Budget does include substitutes for vacations. We have a procedures notebook; however, the shared automation system is of concern for substitute. A substitute would only be responsible for check in and check out books.

New Business:

Open Meeting Law- A quorum and community event attendance was discussed. Board members may attend events together, but may not discuss board business outside warned meetings. Town Meeting Dinner - is March 6, 2018. We will plan food donations at next meeting. Linda will review list and distribute at February meeting. There are notes regarding amounts plus added names on file. Summer Reading Program Incentive - Could librarians use Mason Memorial Donations? Kathleen explained summer reading raffle

drawing with the cost was under \$500. Children currently get creemee ticket for incentive books. Suggestion made for the purchase of a ticket to Field Days as incentive.

Suggestion Box was discussed. Should we add one to the library?
Currently, suggestions come directly from community members. Generally in favor of box, no action taken.

Other Business-No

Evaluations -

Carol moved to enter executive session Linda seconded at 7:28pm Motion to leave executive session at 8:08pm Carol moved to adjourn, Paula seconded Motion passed

Next Meeting: Thursday, February 8, 2018 at 6 pm

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