

# August 25,2018

## Haston Library Trustee Meeting

Present: Susan Clark, Linda Childs, Carole Richard,  
Stacie Tremblay, deb Grennon, Paula Tremblay

09:02 Call to order

Agenda amendments: Linda Childs schedule for Labor  
Day week-end

Comments from citizens: None

Correspondence:

1. Sue Clark read a letter from the Franklin select board requesting clean up in attic spaces to prevent hazards and fines from fire and safety marshals. Sue Clark will contact persons regarding left-over computer equipment. Deb will correspond with the select board as to what constitutes a hazard. Many trustees, Sue, Carole and Stacie have volunteered for clean-up. Also mentioned was our new librarian, Molly, may want to be part of the cleaning out and sorting of supplies.

2. Linda Childs reported a water stain in the new ceiling in the children's room. This will be brought to the attention of the select board.

#### New business:

1. Donation from the children's programming for the Farm to Table community dinner. Linda Childs has researched this matter. The children's garden at the library has vegetables dedicated to the Homestead dinner/lunch. Jen Dewing is in charge of the garden and project. Rise Vermont grant money can be used as a donation and also surplus/left over money can be rolled over to next year. The Franklin school has donated \$100.00 towards the Farm to Table also.

Sue Clark motioned that the Haston Library donate \$50.00 to the Farm to Table dinner. This was seconded and passed.

2. Substitute librarian: Discussion regarding providing paid hours for past librarian Kathleen E. to provide Molly with orientation that Linda C. might not be able to provide. Molly will be starting August 28. The library will be able to provide her with 22 hours this week. ( Her full allotted hours hired for.)

Linda C. will be off Sept. 1 and Sept. 3. After Molly's first week of employment Linda is willing to "play it as it goes"

to support and help Molly. We will still have our volunteer Sally also assisting at the desk.

We have a letter of application from a qualified substitute, Janet Bonneau asking for extra hours as a substitute librarian.

Deb motioned that we should offer substitute librarian hours to Janet Bonneau after Labor Day, on a temporary basis depending on the hours that Molly is in need of help. Motion passed. Deb will contact Janet regarding this decision.

3. Fingerprinting background check of new librarian. Deb has explored many avenues to achieve this and so far has not been able to find a solution to access to this procedure for our new librarian. Sue will call Sheldon and other libraries to see how they accomplish this screening for their new hires. Linda C. attempted to call St. Albans Free Library and message has left for their librarian to contact us. Will revisit at our next meeting.

4. Job Description for Library Director  
Thank you Stacie for such a clear and complete report. Changes discussed:

- a. Change title to : Job Title: Librarian
- b. Write out acronyms
- c. Changes were suggest to Stacie and will revisit at September meeting- Tabled

10:20: Enter executive session for the purpose of personnel.

10:25 Exit executive session and reenter general meeting. Motion by Paula to delay contact with Janet Bonneau until the second week of September. Seconded- Motion Passed.

10:30 Move to adjourn by deb and seconded. Passed.

Respectfully,

Paula Tremblay