

Haston Library Trustee Meeting

October 10, 2019

6:03 Call to order by Stacie Tremblay

Agenda amendments:

Sue added to minutes report- discussion of by-law for reserve fund.

Paula added Recreation committee updates after comments from citizens.

Health insurance for full time employee added to old business.

Attendance:

Stacie Tremblay, Josh Worman, Sue Clark, Linda Hartman, Paula Tremblay, Jeff Teitelbaum, Pam Deuso

Comments from citizens present:

None

Community updates:

Paula gave updates from Rec. Department: Oct. 12- Glow Run 5:30 check in at the fields behind the school; Oct 25- Trunk or Treat (Paula will have representation at this for the library.) Upcoming in November- Nov.16- Childrens Paint and Sip (Church)also same day vendor fair (town hall).

PTO- Safety Party - Oct 31 at school. Josh will be representing Haston Library for Haunted Stories.

Upcoming Rise Vt Hike site will be coming - cards and more information will become available.

Approval of:

Meeting Minutes of Sept. 12, 2019- Linda moved to accept and it was seconded.

Discussion: Sue brought up concerns regarding the application of the reserve funds. A copy of the reserve fund policy has been given to Lisa. The financial application of grant monies is also a confusing topic. Sue will work with Lisa to help provide clarity of funds and appropriate recording in the financial report. Sue also brought forward the concern that the hiring of the custodian and their pay comes from the selectboard and the town budget respectively. Stacie made a correction under other business-Personnel: A permanent employee= 25 hours/week. Motion passed.

Librarian's Report/Strategic Plan Report: Linda moved to approve and it was seconded. Discussion: Numbers are amazing and good. Motion passed

Financial Report: Sue motioned to approve and it was seconded. Discussion: As previously discussed, the town selectboard will be responsible for hiring the janitor and payroll for such employee will come from the town budget. Motioned passed

Bi-laws Review: Updated: Food in the Library policy passed to members for placement in trustee binder. Haston Library Fund is an endowment that the library receives a stipend yearly. Any changes to this fund must be done by a town vote concerning the budget.

Correspondence: Josh has sent 2 thank you notes recently for donations received by the LCCA and the Peter Benevento Family.

Old Business:

New custodian: deb was to speak to selectmen regarding this

Clerk Evaluation: Jeff gave Josh pointers on successful management for evaluating personnel. Josh will begin this process soon.

Personnel Committee will set a time to meet to discuss insurance coverage and plans. Pam gave a thorough explanation of coverage in the town insurance offered to permanent employees. Josh will investigate insurance options and how the town insurance plan will affect this for him.

Tabled until the next meeting.

Also will be selecting a time to meet regarding director evaluation.

Budget Committee will be selecting a time to meet to have budget ready for presentation to selectboard in December.

New Business:

Truck and Tractor Day: October 19, 2019 10-12

Pam will put on Facebook and other advertising already done at school, Flyers, town calender and Library site. Cookies will be provided by trustees. Cider press will be on site compliments of Pam and Howard. Permission has been obtained to allow all of the tractors and trucks to be parked at the Dick Wright parking area on Main Street. Josh will check about use of the sign in front of the library to advertise upcoming events.

Trustee Refresher at Highgate Library Oct. 30. Stacie and Paula will attend.

Library garden- Josh will empty it out and trustees will work on a plan for its use next year.

Halloween at FCS- Safety Party- Josh will provide a Haston Haunted Corner at the celebration.

Candy given to Paula for the Haston Representation at the Trunk or Treat
Oct 25

November story theme- Superheroes (awesome!) Possibly event on Saturday, November 9.

***** Special note- Stacie has been leading Friday morning story hour and has seen an increase in numbers!!!***** Thanks Stacie. Works are in the way to assist Vickie G. in getting her daycare children to these events.

Bat Program: Saturday November 26. We will begin advertising this program that Josh has arranged.

No executive session needed.

7:40 Sue moved to adjourn and it was seconded.
Motion passed.

Next meeting: 6:00 Thursday, November 14, 2019

Respectfully submitted,

Paula Tremblay
Secretary