

Haston Library Trustee Meeting

November 14, 2019

6:08 Call to order by Stacie Tremblay

Attendance: Stacie Tremblay , Jeff Teitelbaum, Sue Clark, Pam Deuso, Josh Worman, Paula Tremblay

Josh took time to close the library due to patron still active on computer.

Agenda amendments: After comments from citizens updates from Rec. committee; Added to programs and activities recap/update- community calendar

Comments from citizens present: none

Recreation Committee update:

Many updates will be coinciding with programming and events. The biggest news will be a community calendar generated by the Rec. Committee on their new website. Hopefully this will give any organization knowledge of upcoming events for scheduling in the community.

Approval of:

Meeting minutes from October 10, 2019: Sue made a motion to approve the minutes and it was seconded.

Discussion: Sue thanked Josh for the copy of the minutes that were 2 sided. Move to accept the minutes as written by Pam and seconded.

Motion passed.

Librarian's Report: Noted by many trustees that the numbers of visits, books loaned and program attendance were exceptional for October. Josh said that the numbers for the "Spooky Stories" at the Franklin School were probably a low estimate and Paula agreed since over 100 children attended the event.

Paula moved to accept the Librarian's report and it was seconded.

Motion passed.

Financial Report: Sue has been working very hard to make the budget more transparent to the selectboard and taxpayers. She has thought of possibly combining Grant/donation/fundraising together but will need further discussion with the town clerk on this process. Monies in the reserve fund were discussed and it was decided that this would be a good use of part of the reserve fund.

Sue moved to accept the financial report and it was seconded.

Motion passed.

Policy Review: Policies of the Haston Library was reviewed.

Discussion: Questions arose regarding two parts. The library does not censor as stated in paragraph two, yet there is a censorship paragraph that allows patrons to submit a book reconsideration form. Clarification was discussed.

The donation policy will be changed to reflect that books are accepted at the discretion of the librarian.

Sue also clarified that there is no fee for overdue materials, "Free" library and noticed that the word free is missing from our mission statement.

Correspondence:

Josh stated a recent donation was received for the library and the great work he is doing! Thanks Josh!!

Stacie stated that thank you noted will be going out for "Tractor Day". Pam and Josh will help.

Old Business:

Programs and activities recap/updates:

Tractor Day great success. Tommy Gates did the wagon rides using his tractor and Tim Magnant's wagon. Many community members brought trucks, tractors and the Fire Department participated.

Community Calendar: The Rec. Dept. is working to have ALL community events in one place. The new program they have is going to be used for this. They are asking that the library email them for any events being scheduled. They also asked if the Historical society would do the same. They want the community to be able to fully involve themselves in all that we have to offer. At this time the link to the rec. dept. on the town web site was shared. Paula encouraged everyone to create their own account on the Rec. Dept. site for full access of events.

Library Garden: Stacie and Henry Tremblay did the clean up- Thank you!!

Red Clover Conference: Josh attended and gave a report of event.

Director's Summit: Josh attended and saw many presentations. He was also able to meet with others librarian's from smaller communities.

Bat Program: Well attended.

Trustee Refresher at Highgate Library: Stacie and Paula attended. We were the only two libraries at this presentation. BBoth gave summations of what they learned.

Halloween at FCS: Josh said it was hard to read in the dark so next year we will plan for a "fake " campfire.

Budget update:

Josh presented a line item budget to be reviewed by trustees before the December meeting.

Director's hours clarification:

Tabled until the next meeting. Josh was informed that he will be reimbursed for all meeting hours that he has not charged for in the past.

Health insurance Policy: Trustees reviewed with Josh the available town insurance policy. This is provided at no cost to him because of the hours that he is employed at the Haston Library. Josh research his own costs through other options.

Pam made a motion to provide health insurance to the librarian in accordance with the town of Franklin personnel policy and it was seconded. Motion passed.

Josh will pick up forms from the town clerk tomorrow. The trustees will inform Lisa of trustee vote/decision prior to meeting minutes arrival.

Budget update revisited: Now to include health insurance line. Also Reimbursement monies will be used for Childrens' Programs and a Puppet theater. Thank you Pam and Stacie for putting new excitement into the children's programs!

New Business:

Dec. 6th- Tree Lighting in front of the library Santa will be here for photo ops. Hot cocoa outside by the Haston Library. Pam discussed using her electronics for audible stories for the children outside while waiting. Sue mentioned that Dan Clark may have a suitable tree for the event.

Discussion of work that may need to be done for the tree stand.

Sue made a motion that the Library provide half of the cost of the cocoa purchased by the Rec. Dept. and it was seconded. Motion passed.

Paula will attend the Rec. Meeting Monday and report back to Stacie the time of the event and others needs.

Dec. 14th- Polar Express- Wagon will bring groups of attendees to the Library and pick them up.

Pam, deb, Linda and Josh will review the books and buy according to needs.

Paula will report back to Pam from the Rec. meeting the times of the event and the estimated number from past years.

Dec. 18th- Selectboard Budget Meeting- Held in the Felco Room- 6pm All are invited to come and support the Finance Committee.

Holiday Closure Dates: Discussion of town office closure Dec. 24 and Dec. 31.

Sue made a motion that the Haston Library be closed Dec. 24 and Dec. 31 with Josh being paid for these days off and it was seconded.

Motion passed.

Other Business: None

Executive session: None

8:08 Jeff made a motion to adjourn and it was seconded.

Motion passed.

Respectfully submitted,

Paula A. Tremblay- Secretary