

Haston Library Trustee Meeting Minutes (DRAFT*)

January 13, 2022 @6p

Haston Library

Call to order: 6:05p by Stacie

Attendance: Stacie Tremblay, Linda Hartman (remote), Jeff Teitelbaum, Katie Tremblay, Victoria Jacobs (remote), Josh Worman-Library Director. Absent-Loryn Kempton, Carole Richard.

Agenda Amendments: None

Review and Sign Warrants

Citizens Present: None

Comments from Citizens: N/A

Correspondence: Card and donation received from Hartman and Bushey family.

December Meeting Minutes:

Linda motioned to approve, Victoria seconded, unanimously approved.

December Financial Report:

Stacie motioned to approve, Linda seconded, unanimously approved.

Library Directors Report:

2021 VT Public Library use. Annual Report submitted. Josh will finish Librarian certification by May 2022. Tree Lighting was attended by 80 people. Air quality monitor will be set up in library. "Overdrive" increased in use.

Stacie motioned to approve, Linda seconded, unanimously approved.

Strategic Planning:

No updates.

Policy Committee:

Procedure for Paying Bills- Jeff motioned to approve, Linda seconded, unanimously approved.

Job Descriptions-Josh suggests changes to Director's job description, "managed day to day operations" to "keep accurate account of daily activities in library".

Old Business:

Polar Express Recap- went well, church basement made for good flow. Roughly 90 kids attended. Discussed providing school kids wrapped books and giving out a craft or other item at polar express in order to include more Franklin children in the program.

New Business:

Budget Insurance Line Amount Increase-health Insurance amount was corrected in budget.

Victoria motioned to ask selectboard for additional \$3,000 to cover increases in budget, Linda seconded, unanimously approved.

Town Meeting Luncheon- discussed selling food and drink if meeting is held in person.

Other Business/Concerns:

Discussed trustee attendance policy.

Discussed Holidays and Library closures. Policy committee to meet about personnel policy.

Stacie motioned to close for MLK, Linda seconded, all approved.

Stacie motioned to Move to Executive Session.

Moved to Executive Session at 7:14p.

Exited Executive Session at 7:32p.

Stacie moved to increase Library Director's salary to \$18.00 and the Library Clerk's salary to \$13.50 for fiscal year 2022-2023. Jeff seconded, unanimously approved.

Linda moved to adjourn, Jeff seconded.

Adjourned at 7:35p.

Next Meeting to be held on February 10, 2022.

Respectfully,

Katie Tremblay, Secretary

*Minutes are not yet approved by all trustees, therefore remains a draft until the next trustee meeting.