

**Moretown Memorial Library  
Board of Trustees Meeting  
September 13, 2012**

**APPROVED**

Meeting convened at 6:06 p.m.

Present: Lisa Samsom, Mary Ina Goodyear, Sarah Nussbaum, Evelyn Goss, Karen Sharpwolf, Tom Allen

**Treasurer's Report**

- Lisa said that the \$50.41 spent was for ice cream coupons from the summer reading program.
- Tom asked if we can close the Moretown Memorial Library Municipal Checking Account \$68.42 could become petty cash. Tom moved. Evelyn seconded. Passed.
- Cumulative payroll is listed as a reimbursement. Lisa was reimbursed in her paycheck, that is why it was listed this way. We have copies of these receipts.
- Winnie Bell Learnerd money was from last year, but it was spent in January. We have a new grant for this year.
- We had a performer grant and we used it, but it is not recorded at all either as income or expense. Lisa has the paperwork for that. Tom will talk to the Town Clerk to make sure that our reports match up.
- Lisa has been buying audio books with donated money.
- Karen moved the Treasurer's Report. Sarah seconded. Passed.

**Secretary's report from July 11, 2012.**

Tom moved. Sarah seconded. Passed.

**Librarian's Report**

Lisa reported that lately there have been lots of technology issues that she has addressed. DeepFreeze is anti-virus software that protects the hard drive on the public computers so no changes can be made. The issue was that Lisa thought she did the updates, but there was a problem. The Department of libraries helped to solve the problem.

MaryIna inquired about our liability if someone misuses our machines. She is concerned that someone might hack from here. Lisa can find the information. Mary Ina is concerned about liability. What policy do we have about people using the computers? Tom and Sarah said that public access is typical and legal. Tom asked what the state's position is. Lisa will look it up and get a copy.

The computer monitor was sent back and is refurbished. It cost \$17.00. The computers are being used a lot. Every time Lisa is here, someone is on the computer.

Automation is coming along.

Donations. Beki Auclair is going to drive books to Williston every couple of months. People can bring their books and put it on the new bookshelf. We try to bring them to Rivendell, so we can get money. Lisa cannot spend more time on donated books.

Hours. Lisa would like to work fewer Saturdays. Needs to rotate or find another volunteer. Perhaps also on Tuesdays. Suggestions for Lisa to have a volunteer here with her so she can get work done while the volunteer helps patrons. David is leaving in the spring. This will present an opportunity to shift things around.

Lisa is taking a cataloging course in the fall. Summer reading program was with the three Valley libraries. Bad news: stats didn't change. Kids loved having the goals and the ice cream. Events didn't have a lot of people.

Librarian's report moved by Tom. Karen second. Passed.

### **Friends of Moretown Memorial Library**

It was created in 2007 to gather people to support the library by fundraising. It needs to get some new people in it. Liz Harris will take some kind of role in November. Tom and Liz can pick a date for the first meeting.

### **New Business**

Strategic plan. Lisa said we should address the basic needs that we have. Have one goal of working with the MRV Libraries. She asked DOL for submitting the strategic plan in Dec 2013.

### **New Building**

The bathroom problem needs to be solved. Tom will ask Bob Mays about it. We need to think about design.

**Adjourned at 7:12 pm**