

APPROVED

**Moretown Memorial Library
Board of Trustees Regular Meeting
July 12, 2018**

ATTENDANCE:

Meredith Whitney, Karen Sharpwolf, Elizabeth Burt, Jennifer Hill, Michelle Saffran, Jamie Wimble

AGENDA:

7:00 Call to Order by Jamie

7:05 No Public Comment

7:05 [Treasurer's Report](#)

Elizabeth shared:

- halfway through the year and we are at 48.77% spent through our budget.
- Are there any maintenance issues that need attending to? Michelle asked about cleaning the windows. Jamie will contact Mary and request windows to be cleaned and dusting the front of the book shelves. Jamie will talk to Cory to see if there are any maintenance items that we can do that can be used at the current library and we can take to the new library.

Motion to Accept by Jamie

Seconded by Karen

Accepted

7:15 Reading - Jen read from Robert's Rules of Order

7:18 [Library Report](#) approved

Meredith shared:

- This is a slow time right now with not a lot of patrons
- LFL at the General Store is up! It still needs a plaque

- Programming is going well especially Dungeons and Dragons with good attendance and reaching an age group that we haven't reached before coming from Barre, Montpelier, Fayston and Warren.

7:18 [Secretary's Report](#) from May 10th had some spelling corrections and moved and approved

7:22 Hiring Process for Library assistance -

- Hiring: Michelle, Jamie and Cory (Meredith may want to help)
- Jen will put the add in Front Porch Forum and in the Valley Reporter to post the add for next - See Cory's write up and add \$ Salary
 - Must apply by: date July 31st
 - Put salary on the add? How about a range?
 - Number of hours = 9
 - Interviews August 4th
 - Meredith leave August 24th
 - New Hire by August 15th

7:41 Sub-committee Report Community Engagement

- We can also make a mailing if we wish:
 - <https://eddm.usps.com/eddm/customer/routeSearch.action>
- Here are the [notes](#) from the June 26th initial meeting
- Here is the timeline
 - What is the next step?
 - Finalize questionnaire today
 - Post the heads up about the questionnaire and the questions
 - Add space to the Questionnaire so we can record of the conversation
 - At the time or right after to have a form to fill out and then tabulate
 - Data analysis Elizabeth can help with that to bring it all in and ID themes
- Here is the [Questionnaire](#)

- Michelle, Jennifer, Jamie, Karen can help with questions
- Elizabeth will help with the data analysis
- The focus is to engage face-to-face with our neighbors

Next steps:

1. Pending Cory's seeing the Questionnaire and giving the thumbs up
2. Have a stack of them for friends and volunteers to use
3. August 4th Questionnaire getting in
4. August 7th Community Engagement meeting to look over
5. End of August Elizabeth data analysis
6. For select board

8:21 Matters arising

Existing Library Title

- Neal did look into title and that this building does belong the library and has the right to be sold.
- Now we are municipal - board of trustees or select board to sell have the right to sell? Neal will continue to look into it. Jamie wants to email select board and clarify that sell of the existing building will go to the Town Hall move?
- Michelle read from trustee handout regarding state law and trustee Statute 22 VSA 144

Talk to Cory about goodbye for Meredith?

Town Hall bids for kitchen rebuild

- Library trustees involved in this work - Elizabeth will ask

Who is the Liaison to the Friends?

NEXT MEETINGS

Community Engagement - August 7th 4 pm

Subcommittee - August 5th 4 - 6

Trustees meet with select board - August 6th and September

MoreFest September 15th

Regular Board Meeting September 13th 7 pm at the Library

Adjourn 8:40