

**Moretown Memorial Library  
Board of Trustees Meeting**

**NOT APPROVED**

**Attendance: Cory Stephenson, Karen Sharpwolf, Elizabeth Burt, Jennifer Hill, Michelle Saffran, Jamie Wimble  
Tom from Select board**

7:00 Call to Order

7:05 Public Comment

7:15 Resolution to make every 2nd Thursday a regular meeting:

- Hold special meetings on the months when not have a regularly scheduled meeting second thursday 7 pm in order to discuss potential library move.

7:30 Ideas for Jen and Michelle to research when they attend the Trustee Training (at Jen's request)

- Training for building relationships with municipal staff, friends group, historical society
- Role of the trustees for a possible move
- Meet Laura from the Dept of Library specific for public library trustee
- Build connections with other trustees

7:35 Discuss/sketch out a timeline for moving  
Agreed 6 months timeline

Build moving expense for the budget

Personnel

- Add salary for director for duration of the move this would be an addition of 3.5 more hours per week. This would cover packing, implement the plan.

Attending select board meetings, running community input sessions may require more hours.

- Not need to add salary for extra time for library assistant during the move due to flex hours available
- Add a children's librarian for 5 hours a week for ongoing after the move
- Custodial wages - ongoing and expanding \$2000

#### Operating Expenses

- Capital improvements. Tom suggested we leave alone to see what Jason has calculated based on building assessment. What about coding and accessibility - yes now ADA compliant and up to public building.
- New furniture and shelving 30,000 - 40,000
- Interior design consultant - Eleanor Strauss could be involved and help with design and project manage for 10 hours \$2500 and then tag in the furniture company to help
- For moving - do this as a community
- Engineering consultation - for dead weight capacity. Cheryl may have information about that. - Free
- Legal consultation - look at deed and for free

CONTINUE this work in MAY

Create a rotating calendar for our presence at select board for 6 pm on Mondays. Tom suggested that we do this in June, set the budget and then present to Town Meeting March 2019. Tom will get the select board schedule in the end of May and we can work backward from Town Meeting Day to set this calendar.

- Ideas for historical society
- Where is the savings?
- What funds are available for the move? What commitment is there for funding?
- Share budget plan with rough numbers

8:15 Tom from select board - seeking information about what we have heard:  
Discuss Historical Society preference to stay here - we spoke about glass cases for preservation and keeping some at the Town Hall

8:00 Begin crafting questionnaire: table until our next meeting after meet with select board

Set next meeting May 10th and then June 14

8:30 Adjourn