

**NOT APPROVED**  
**Moretown Memorial Library**  
**Board of Trustees - Regular Meeting**  
**September 13, 2018 7:00 - pm**

**In attendance: Michelle Saffran, Cory Stephenson, Jamie Wimble, Jennifer Hill**

7:00 **Call to Order** by Jamie

7:02 **Reading** by Elizabeth: Not in Teacher School - September 10, 2018 posting

7:06 **Public Comment** Historical Society intended to come, but they can't make it tonight.

7:10 [Secretary's Report](#) from July 12, 2018 APPROVED!

7:13 [Treasurer's Report](#) APPROVED!

- 69% through the year and 75% through salary and under for assistant librarian
- pretty on track
- bit over on memberships
- Elizabeth will adjust salary and line items to straighten out supplies for travel.
- DSO (fund that we have from someone's will) that we use for programming
- MRV libraries membership fee to the Chamber Commerce that we have been a part of in the past and have not contributed since January 2016 (ish) we are not sure the exact dates.
  - We will contribute \$21.80 from DSO or donations or Friends
  - For next year - work into the budget more formally 2019-2020
  - What are the benefits to joining the Chamber and Rotary?
    - good practice

- part of the community
- access to stakeholders

Motion \$21.80 contribute to MRV Chamber for 2018-2019 membership?

APPROVED

7:30 [Librarian's Report](#) July/August 2018

- Yes! banner is up for Open Mic
- plus maybe add geocaching to LFL

7:52 **Staffing Update/Needs**

- Anne McLuckie hired for assistant position
- Process and communication unclear for all roles involved due to various reasons and lack of clarity
- Going forward for training: Cory will see if Anne can come to next Trustee meeting
- Cory will let us know when Anne is on her own on her first Tuesday and we can stop by to say "Hi" and welcome her

8:00 **Morefest**

TIME	WHAT DO	WHO
before Sat	prep: apples, surveys, chalk board	Cory
2:45	bring the tent	Elizabeth
3:00	set up stakes for story walk and the tent	Elizabeth & Cory

4:00 - 6:00	woman the table	Jamie
6:00	clean up	Michelle & Jen

Cory is setting up a hot spot for the library laptops for the surveys and paper copies

Catrina is bringing a table

#### **8:12 Building Maintenance Line Item** for \$1200 end of December

- mural - building improvement and could take it with us maybe connect with TW Wood, Vermont Arts Council - Cory will look into this
- laptops - Jen will look into this

#### **8:23 Efficacy of Library Expansion** Sub-committee

- We discussed do away with the sub-committee and have monthly regular meetings instead of by-monthly and sub committee special meetings
- Change by-law - no
- Warn that changing to monthly
- Not going to do this

#### **8:30 Update from Community Engagement Committee**

- Cory meet with stakeholders - reach out to find out how library can meet the community needs
  - Book Club and it was good
  - Cory will reach out to the churches (hopefully for one meeting)
  - Getting on PTO for Oct 23rd agenda
  - Select board is Sept 17th
- ASK questionnaire 6 ish
- Online Survey [Responses](#)
  - 67 Reponses
  - Cory will close on Monday Sept 17th
  - Elizabeth can help with clean up of the surveys

#### **8:42 Select Board Meeting on 9/17**

- Cory & Jen are going (maybe Karen)
- Clarity of what happen at town meeting (decision made or presentation) to inform our timeline and budgets
- Logic Model (ID impact) What are your goals for the library and community?

- Mission of library and Cory's background and vision
- Jen will bring easel, flip chart, markers

**8:40 Budget Discussion:** part of Oct 11th meeting (the "as is" )

**8:46 Matters Arising :** membership (see budget section)

**8:47 Adjourn**