

NOT APPROVED

Moretown Memorial Library Trustees Meeting

Tuesday, June 4th at 6:30 p.m. in the Library

In attendance: Karen Sharpwolf, Cory Stephenson, Jamie Wimble, Jennifer Hill, Elizabeth Burt, Emily Wood

6:39 Call to Order – Jamie

6:40 Reading (started as reading from a book here in the library and has expanded)
- Jamie Song and Sing-a-Long

6:45 Public Comment - Moretown residents were excited that we had a History of Racism program.

6:47 Introduce Emily Wood as the new trustee. Cory gave Emily a trustee manual from the VT Dept of Libraries. Jen shared the Trustee List Serv link with Emily to join. Also, there are great resources on the [VT Dept of Ed Trustee web page](#). Elizabeth shared the powerpoint from Lara's most recent training.

6:50 Secretary's Report/Approve May 9, 2019 [Minutes](#) Highlights:

- Discussed: building title, open meeting, floor, town hall, meeting schedule for monthly second Thursday at 6:30
- Moved and Approved May 9, 2019 minutes (we are all caught up)

Jen also shared Lara's most recent post to the List Serv

6:55 Treasurer's Report – Elizabeth

- We are on track except for some heating that is over. The Printing and Advertising had a \$30 overspend on adds for the library assistant position.
- Elizabeth clarified donations and revenue that we can use for materials
- From the conference - suggested to have a Donate button on the library site. This will need to be coordinated with the Friends for online donations and the Amazon Smile option.
- Moved and approved.

7:03 Librarian's Report – Cory

- Monies available from Rotary - how about we apply for a projector
- Cleaning - people have not followed up about interest in this job. So far, have reached out to those who cleaned Cory's rental house, and others and no one has been hired. Jen tagged in to help find a cleaner.
- [Birding By Ear program](#) is on Mad River TV!
- Duck Race raffle tickets were handed out for us to sell
- Moved and Approved

7:05 Staff Openings / Schedule - Cory/All

- Assistant Library - no one has come through for this position. Jamie's idea is for a college student here in the summer to work while we look for a more long term person. Emily knows someone who may want to apply. Cory will share the add and post to VLA. Front Porch Forum - Jen post to Duxbury, Elizabeth will post to Montpelier and Stowe, Emily will post to Craigslist.
- Current hours:
 - Monday 2:30-7
 - Tuesday 10-6
 - Wednesday Closed
 - Thursday 2:30-7
 - Friday 12-3
 - Saturday 10-1
- Cory compared number of visits in 2017, 2018 and 2019 and found that Monday, Tuesday and Thursday are the busiest days

Voted on:

- Starting Week of June 17th
 - Tuesday change from 10 - 6 to 12 - 6
 - Friday closed 12 - 3
 - Saturday or Sunday 10 - 1 if we have a paid person or volunteer, otherwise closed

7:50 Recent Training Report Outs

Elizabeth shared VLA Trustee Conference:

- Strategic Planning workshop: mission statement, community engagement similar to our work, this would be useful for our retreat.

Cory shared presentation at VLA and will be attending a Story Telling Using Video training.

7:56 Design Charette/ Town Hall Move Discussion - Karen

At Architecture and Construction Expo folks were assigned to sit at Karen's table with our project to advise (someone from Efficiency Vermont, Window dealer and two architects). They looked at photos and drawings and Karen explained different aspects. Reports forthcoming to Karen and Cory. They also advised on design ideas and will be sending drawings. It was very useful. Once the report and drawings arrive we will meet with the Selectboard on June 17 or July 1 and ask about the committee.

8:22 Membership Drive - ALL

Interns sign up members to the library and get a free creemee with our donation money.

8:27 Retreat Planning – All

Timing: July 20th 1 - 7 at Elizabeth's house. Here is the [doc](#) for us to start planning what we will discuss.

8:35 Matters Arising

8:36 Adjournment

Future Meetings:

No July 11 meeting, instead retreat July 20