

MINUTES OF ABBOTT MEMORIAL LIBRARY TRUSTEES' MEETING MAR. 21, 2017

The meeting began at 7:10 p.m.

Present: Anne Bower, Betsy Rhodes, Betsy Siebeck, and Cory Smith, Librarian.

Absent: Jenn Gubbins, Jeannie Souter

There being no quorum, we agreed to go through the agenda as presented without taking any action.

Reports:

Librarian—Cory reported that the March 9th program about Howard Frank Mosher was very effective, with about 20 people present. The March 14 “Work Together Tuesday” group couldn't use the Library because of heavy snow that day; we don't know if they will try to reschedule this in future. The Moth is set for March 31—publicity was discussed and Cory will put poster on front page of our website. We all agreed we need to create programs that attract diverse audiences, esp. for younger adults in the community. (One suggestion—something with the Cartoon School?)

Those present signed up for snack contributions for the Moth. Cory and Sue are boxing up books to contribute to the Five Colleges Book Sale and also continuing their work on the barcoding for the online catalog.

Once again, we've received a \$500 donation from the Pauline Davenport Children's Fund; Anne will write thank you note.

Building and Grounds—Radon readings continue acceptable; Betsy noted the apple trees have been pruned (thank you, Kevin Geiger!); and Betsy has a “to-do” list of items that can be tackled once spring really arrives. We discussed finding someone to look at the peeling paint problem in the basement (names were given to Betsy), but Cory suggested we should test for lead paint. Betsy will get a kit from the hardware store and do that as well as contact the other painting contractors who were suggested.

Treasurer—Betsy S. said little was new. The refund from insurances amounts to \$1465; she and Ellen put this in their “misc. income” category. We know insurance costs will go up after January.

Development—Tessa absent.

Community Liaison—No one in this spot yet.

Chair— Anne mentioned that she and Jeannie had a very productive meeting with Cory for the “Librarian Evaluation” with Cory doing a fine job of self-assessment and updating us on her work.

Old Business:

We'd talked about the Winter Speakers Series and Librarian Evaluation already (see above); the updating of records, etc. re art and artifacts in Library has to await return of Jeannie and Tessa.

Re website redesign: Anne has emailed with Geraldine Fowler who is willing to work on our website redesign (creating a site that is more user friendly for Library staff and trustees to edit). After discussion, Anne agreed to contact Geraldine about meeting with her and Cory in a couple of weeks. Meanwhile, Cory will research other libraries' websites she thinks could serve as good models.

New Business:

We agreed that the Trustee Self-evaluation was something we could pass over for now; signature cards do not need to be updated; and that election of board officers/assignment of responsibilities and updating of page one of safety procedures would have to wait until the April meeting.

Date of next meeting remains at April 17, 2017.

Meeting adjourned at 8:05.

Minutes compiled by Anne Bower