

**ABBOTT MEMORIAL LIBRARY
BOARD OF TRUSTEES MINUTES
May 15, 2017 Meeting**

The meeting began at 7:05 PM. Present: Anne Bower, Betsy Rhodes, Betsy Siebeck, Jean Souter, Tessa Westbrook, and Cory Smith, Librarian.

Absent: Jenn Gubbins

Anne Bower opened the meeting and the agenda was reviewed and adopted. The amended minutes from the April 17th meeting were unanimously accepted. Jenn will file the final minutes.

REPORTS

Librarian: Cory presented the librarian's report, including circulation stats, patron tally, and programs in April. She also wrote up one report to cover January, February, and March. Sherri Sousa, from the Summer Soak Program, contacted Cory and other local librarians, asking them to be part of the program to involve kids in summer reading.

The furnace will be serviced on May 16th.

Cory and Anne will meet with Geraldine Fowler on May 18th to work on improving the website.

Cory and JoAnn will be ordering new movies, audiobooks, books, and library supplies this month.

The VT Reads book for this year is Brown Girl Dreaming. The board decided to ask Rob Hanson from The Prosper Valley School, and Finnie Trimpi from Artistree, if they would be interested in participating in this program. If so, Anne and Jeannie will work on the application before June first.

Building and Grounds: Betsy Rhodes reported that the radon levels were fine. She has not heard back from Ron Waters regarding the estimate on the scraping and painting of the basement walls. John Barnes stopped by to look at the porch repair job. He will replace the mortar in two areas. He will use a new and better sealant, which means having it sealed two years in a row. The board approved the extra cost.

Jim Rose will work voluntarily on the windows and meet again with Betsy R. soon. The board approved of any money needed to complete the job (hardware, caulk, foam, etc.).

Treasurer: Betsy Siebeck reported that Ellen DesMeules asked if the library insurance policy was up to date. She will send a copy to Anne to review.

The yearend preliminary worksheet was looked at. With any additions or corrections, Betsy will finalize it by June 30. The board agreed unanimously that Betsy move some money to the Vanguard account.

Development: Tessa will update the donor spreadsheet. A few more donations came in during February, March, and April.

Community Outreach: Jeannie will take this position as Jenn Gubbins is now the secretary. She will work with the school and look for opportunities for other groups to use the library.

Chair: Anne will pursue finding someone to take over mowing, since Bill Cole can no longer donate his work. She will first look for a volunteer, but will hire someone if necessary.

We discussed ways and possibilities of finding a new treasurer before Betsy S. retires in March 2018.

Fiona from Artistree will be taking over the sculpture project using the old roofing tiles. Anne will be in touch with her.

OLD BUSINESS

Lilac Replacement: Betsy R. presented her research, and it was decided to go with a 3 foot Monge (deep purple) lilac. After purchase, Cory and Betsy will find the best place for it. Betsy will plant it.

Website Improvement: see Librarian's report.

Online Cataloging: After last month's discussion, it was voted on to change our system (Library World) to what the state is using. It will be more expensive, but a better system.

Art and Artifacts: Jeannie and Tessa will work on this. They will also be in touch with Alan Graham, who may be holding some library art at the Pomfret Historical Society.

Meetings and Quorum: Betsy R. presented some new information, but it was decided to table this discussion until the next meeting, due to lack of time.

NEW BUSINESS

Window Screens: Peter Gebhardt will take care of this.

Garden: There is an interest in expanding the garden on the north side of the steps to the library. Cory will ask JoAnn Webb to ask Jane Metcalf about it. Jane maintains the garden.

Review Operating Policies, Investment Policy: They both looked fine. There were a few word changes.

The meeting adjourned at 8:55 PM.

The next Board of Trustees Meeting will take place at the library at 7 PM on Monday, June 19, 2017.

May 15th Minutes respectfully submitted by Jean Souter on May 16th 2017.