

ABBOTT MEMORIAL LIBRARY  
BOARD OF TRUSTEES' MEETING  
August 22, 2017 - Final

The meeting began at 7:15 p.m.

Present: Anne Bower, Betsy Rhodes, Tessa Westbrook, Jennifer Gubbins and Cory Smith, Librarian

Absent: Jean Souter, Betsy Siebeck

Anne Bower opened the meeting, and the agenda was reviewed and adopted. The minutes from the June 22, 2017 meeting were accepted. Jenn will file.

## **Reports:**

### **Librarian:**

\*Cory reported that the summer reading program had just had their wrap up program. Eight children participated in the wrap up. A total of twelve children signed up for the summer reading logs from five families.

\*Cory also reported that the state has had many changes over the summer including changes in their email system as well as having a new system for interlibrary loans. The new system (called Clover) has been in place for close to three weeks. The cataloging change will be happening in the future.

\*The Vermont Reads meetings have also been taking place, with the next meeting taking place on September 5<sup>th</sup> at 3:30. Books will be delivered to The Prosper Valley School on October 9<sup>th</sup>, and the 5<sup>th</sup> and 6<sup>th</sup> grade students will be involved in many related activities, including a speak chorus, a book discussion at the Thompson Senior Center and a quilting project led by Artistree.

### **Building and Grounds:**

\*Radon levels continue to be good

\*Stone work out front has been caulked and sealed and is finished

\*Peeling paint on the walls downstairs – Betsy R. will make one last attempt to contact the painter we were originally speaking with. She will let him know that fall or early spring are both acceptable times, as long as we can be a priority.

\*Betsy R. and Cory will work together to clean out the basement, in part for painting preparation. Others will help if notified when Cory and Betsy plan to work on this. We are still waiting for estimate and time frame. It is recommended that we put moisture sealant under the paint. The paint was tested for lead and is lead free.

\*Window repairs, caulking, etc. still pending, but the materials are at the library so this will happen before winter. Window repair assistance will come from Jim Rose.

### **Treasurer:**

Betsy S. submitted a treasurer's report, an updated spreadsheet with our adjusted year end numbers, and a final p&l from 6/30.

### **Development:**

Tessa is updating our donor list and will be working on writing our annual appeal letter.

### **Community Liaison:**

No report – Jeannie absent.

### **Chair:**

The Moth held at the Library was successful with about 25-30 people in attendance and six of them telling stories.

Anne asked the board if it would be ok if the Democratic Caucus meeting is held at the library on 9/17 at 3:30. This was approved.

## **OLD BUSINESS:**

*Arts and Artifacts:* Jeannie now has all of the files and will be working on this.

*Website Improvement:* Anne did not hear back from our original contact so will contact another potential person to see if she is interested in working on our website redesign (creating a site that is more user friendly for Library staff and trustees to edit).

***Treasurer Search:*** No one has panned out yet. Anne will post on the listserv.

**NEW BUSINESS:**

There is no reason to keep old library files; they may be purged.

Date of next meeting is September 18, 2017 at 7pm.

Meeting adjourned at 8:15.

Respectfully,

Jennifer Gubbins

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