

Carpenter Carse Library – Trustee Meeting

April 15, 2015

Attendees: Katherine Kjelleren, Ed Sengle, Heather Roberts, Darcelene Lewis/Wedge, Sue Barden, Susan Abell, Jim Jarvis, Paul Lamberson.

Secretary's Report – Richard's name was corrected. Paul moved to accept report, Darcelene 2nd, report approved.

Treasurer's Report:

- Darcelene reported that we are on target with the budget.
- Online giving is now possible on the library's website. The money goes to PayPal and we will have to create a process to request the funds, thank donors, etc.
- We need to update signatures at Merchant's Bank to reflect new officers.
- Per Susan, the Allegheny balance is \$8,211.94 as of April 15th. Susan and Paul plan to meet to determine how to sell the stocks in the portfolio.
- Per Ed, the VCF totals are \$68,174.36 and \$57,927.76 (Guarino).
- Paul will be using QuickBooks to generate monthly reports going forward.
- Susan moved to accept Treasurer's report, Jim 2nd. Report approved.

Librarian's Report:

- The board supported the acquisition of a telescope through the VT Astronomical Society at a cost of approximately \$165. The telescope would be available for lending to adult patrons and is intended to spread enthusiasm for astronomy. This is an extension of a program that has been trialed in New Hampshire.
- Susan moved to accept the Librarian's report, Paul 2nd, report approved.

Old Business:

New Business:

- Susan questioned the impact of the Vermont Department of Libraries press release from March 20th indicating that the State's support of the Department of Libraries is likely to be reduced by 20% in next year's budget. Sue will look into who we can contact to express our concerns.

Committee reports:

Personnel: Katherine has made contact with Sue about personnel evaluations.

Strategic Planning: Will be meeting to review proposed changes to the Strategic Plan.

Finance: Will meet after Paul has a better handle on existing practices.

Policies: Sue will provide a copy of existing policies to Darcelene and Heather for review.

Fundraising: Will be working to create a template letter for donors to acknowledge their donation and providing information for tax purposes.

Heather will update the Board calendar to add thank you notes to staff when she receives the stick drive from Brian.

Susan moved to adjourn, Paul 2nd. Meeting adjourned at 8:10pm. Next meeting: May 27th at 7pm at the Library. This meeting's agenda will include Strategic Planning.