

Carpenter Carse Library Meeting Minutes - DRAFT

Monday, October 2, 2017

Attendees: Katherine Kjelleren, Marianna Holzer, Paul Lamberson, Heather Roberts, Harmony Cism, Darcelene Lewis-Wedge, Jim Jarvis, Brian Dunlop and Sara Donegan

Secretary's Report:

Reviewed last month's minutes. Paul moved to approve; Marianna 2nd. Approved.

Treasurer's Report:

Reviewed P&L vs. budget vs. actual report through the first quarter. Of note:

- A question was raised about the tax overage. The Finance Committee will check with the accountant.
- We will look at whether to take deferred maintenance in the 3rd quarter.

Endowment has grown slightly.

Jim moved to accept. Marianna 2nd. Approved.

Committee Reports:

None submitted.

Librarians Report:

The library will be closed on Columbus Day for an in-service focused on technological and visual resources in the library and planning an upcoming open house week.

Storage room adjacent to the community room has been cleaned out. HCRC has asked the library to remove their items stored in the food shelf building so we'll definitely need the additional space.

Logo options will be voted on at Open House.

Interviewing for student clerk positions will begin next week.

A staff member has been called to jury duty. Sara will check in with the VLA to see what best practices are in terms of compensation during jury duty. The board supports paying up to 5 days of jury duty.

Sara is looking into Freegal, a streaming music subscription service. It's owned by Sony so song choice is limited to their content. Sara will send the board a link to try it out. It would be something we could use the Guarino funds for, a great memorial to Art.

Harmony reached out to a local artist, Diane Dubuque, about creating a stained glass square to hang in one of the south facing windows in memory of Earla Sue McNaull. She will do custom work - we would like to price out a design incorporating books and gardens.

Harmony will refresh the planter with mums. Sara will reimburse her for the expense.

Jim moved to accept the report. Darcelene 2nd. Approved.

Old Business:

Lease has been received from CVSD for the Life Program building reflecting the new rent amount. They will pay twice per year.

Harmony is buying a house outside of Hinesburg and will likely be stepping down from the board. Katherine will check with Missy Ross about whether Harmony can finish out her term.

Lara from the VT Department of Libraries will assist us with updating our Bylaws. The Policy Committee will head up the effort.

New Business:

The November meeting will be held on Wednesday, November 29th. The December meeting will be held on Wednesday, December 20th.

Jim updated us on the project to affix artwork panels to the front of the library building. Bob Thiefels recommends 3/4" marine grade plywood with a plan to keep rot from happening behind the panels - and materials will likely cost approximately \$500. Thaya is in contact with CVU to see if there are students that would want to do this as a project (with adult supervision). Possibly artist inspired scenes or seasonal panels? Do we need to do all 4 now or can we do just 1 or 2 in this budget year? Maybe a design competition with a new one each year?

The Facilities Committee will meet to discuss a possible playground and 3 season use of the current patio space.

Darlene moved to adjourn. Paul 2nd. The next meeting is Monday, October 30th at 7pm. Lara Keenan will join us to discuss planning, trustee responsibilities, etc. Adjourned at 8:25pm.