

Library Board – Final Meeting Minutes

May 9th, 2018

Present: Jeanne Engel (Librarian), Jessica Bickford, Stacey Waterman, Sabrina Rossi, Jasmine Yuris

1. Call to order, 6:04 pm.
2. Review and Approval of Minutes: Minutes from the April 11th, 2018 meeting were approved with one minor change: Change the information on the Next Regularly Scheduled Meeting from “TBD – May with focus on Renovation” to “May 9th, 2018, 6:00 pm.”
3. Librarian’s Report:
 - a. Becca has stepped down from the Youth Services Librarian position and the new hire, Kristen Macdowell, has started. Jeanne noted that she knows the collection well and the transition is going very smoothly.
 - b. Jeanne and Kristen are outlining the summer reading program now.
 - c. Working on Renovation discussion – see more under “Renovation Project Update” below.
4. Trustee Vacancy – Jane Marshall has stepped down as a board member. Jessica will send a notice to Brian at the Select board and place information about the trustee vacancy on Front Porch Forum.
5. Renovation Project Proposal –
 - a. Jeanne presented the proposed desk design to the library board and to Robert Schultz. Robert approved the desk design if the board approved. Jeanne will propose minor modifications to the desk to better fit the needs of the librarians. With this fine-tuning in place Jessica motioned to purchase the desk. Sabrina seconded. Other board members were in favor. Jeanne will move forward with the purchase of the new desk.
 - b. Sabrina and Jasmine presented the updated ideas from the Renovation team for the Youth Services room. With the primary goals and renovation ideas in place, it was determined that the next step should be to begin the bid process to determine anticipated costs before pursuing additional renovation funds. Jessica will communicate with Brian about next steps for the bid process to allow anticipated costs for the renovation.
 - c. The board narrowed down primary areas of the renovation process including flooring, painting, and carpentry that will need to be addressed and may need bids.
 - d. Additional grants will be explored to provide additional funding for the renovation. Jeanne noted she had investigated information about the Vermont Community Fund,

and she presented the essential information from their publication for grant applications.

6. Budget – Stacey noted that cuts to the FY 19 library budget were minor. She will work with Jeanne on the Year to Date information.
7. Adjourn @ 6:55 pm

Next Regularly Scheduled Meeting: June 13th, 2018, 6:00pm