

2.13.20 Moretown Library Trustee
Not Approved

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Regular Meeting

Moretown Memorial Library Trustees Meeting Minutes

2/13/20, 6:30 p.m. at the Library's winter location in the town hall

In attendance: Jennifer Hill, Cory Stephenson, Elizabeth Burt, Karen Sharpwolf, Emily Wood, Jamie Wimble,

Public: Michelle Beard

6:35 Call to Order

6:37 Public Comment: We are sad that Elizabeth and Karen are leaving and we thank them very very much for their amazing service. Karen has dedicated 8 years and Elizabeth for 4 ½ years. We are very grateful for their involvement, passion, and leadership.

6:40 Reading Kwame Alexander and Melissa Sweet [How to Read a Book](#)

6:40 Secretary's Report/Approve Minutes [January 9, 2020](#)

Highlights: Discussed Town Meeting locations, Librarian's Report, staffing, policy review, and library advocacy ideas.

Approved

6:45 Treasurer's Report

- On track at the 11.2% point of the year
- Changes from proposed and approved for this new budget:
 - \$200 less for toilet
 - \$400 less for materials

Approved

6:50 Librarian's Report

- submitted report to the state Dept of Library
 - o future topics to explore: patron visits and circulation

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- coverage for Feb 28th Read&Play 10 - 12: 1 hour of play and then read a book and sing some songs - get in touch with Cory
- Programs coming up: 1st and 3rd Thursdays hand and craft starting up, Monday of school vaca with movie night Feb 24th, mapping program idea, Keeping Track, Iditorad, travel share,
- Courier service: Green Mountain Messenger withdraw service at existing rate and additional fees to start Feb 1st. State of VT putting out to bid for a different courier.
- Cory went to the Rotary to start conversations for community engagement and they are interested in funding summer reading program (including interns) and Cory is working on this application with other valley libraries.

7:06 Library concessions update - this can happen in the future, but there is no set plan at this time

7:07 Staffing Updates/Needs

- Assistant position - no applications, but now that we know the increase in hourly wage Cory will repost and if we don't have any applications we need to discuss how to cover the hours
- Volunteer hours will need to be covered for Tuesdays come summer time
- Cleaning is taken care of
- Supports to staff: start caller ID (we moved and approved increase to phone budget effective immediately), bell on the door, tracing for calls

7:26 Soup-er Bowl Feb 16 4-6

- Elizabeth and Jamie will set up at 3
- Library will supply dessert, bread and drinks
- Trustees will bring soup
- Jen and Karen will clean up

7:35 Town meeting needs

- Cory has asked Cherilyn to come to the library and meet to figure out layout: move and cover books

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- Sat/Sun can be set up days
- Pre Town Meeting Monday 7 am March 2nd
- Town Meeting and Voting for March 3rd
- Some trustees will be present at Town Meeting in case library topic comes up but could come in Other Business
- Set up library after Town Meeting

Town Hall future events

- April 3rd Friday set up at 3:00

7:52 [Policy Review](#): Patron Policy

- Currently:
 - Moretown residents have free membership
 - Non residents have free membership
- Library directors are working on this to create a common policy with Moretown, Joslin and Warren
 - each town join home library and use other libraries for be free
- Montpelier, Duxbury and Waterbury should pay for membership since Moretown residents need to pay to use their libraries
- Grandfather current Duxbury residents in as no fee patrons
- “Town of Residence” will be added to the new patron sign up index card

Tri-town training

- April 16th and Moretown Host - Cory will discuss with other librarians
- Agenda ideas
 - Lara come from the state - strategic planning with boards
 - time to talk among the boards:
 - top two challenges you are facing right now
 - top two opportunities you have right now
 - offer suggestions and support
 - Discuss patron membership

8:20 Matters Arising

- Town Hall temporary move:
 - Talking points for Trustees - [notes](#)

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- Next steps to be discussed in a future meeting

8:29 Set next meeting date(s)

Thursday March 5th - organizational meeting 6:30 - 7:00

Thursday March 12th - regular meeting 6:30 - 8:30

8:30 Adjournment