

Moretown Memorial Library Trustees Meeting Minutes
Regular Meeting

October 8, 2020, 6:30 p.m.

We will meet in person at the Town Hall/Library and via ZOOM
<https://us02web.zoom.us/j/85391772590>

Not Approved

In attendance over ZOOM:

Michelle Beard, Jamie Wimble, Jennifer Hill, Emily Wood, Allison Dellner

In attendance in the Library:

Cory Stephenson (in person)

Absent: none

Public: none

6:35 Call to Order

6:35. Public Comment: none

6:39 Approve Minutes

September 17, 2020 [minutes](#) highlights:

- Discussed treasurer's procedures: monthly reconcile and report, different topics that come up, and 2021 budget process and paying independent contractors
- Discussed and decided COVID protocols for Fall and Winter
- Selectboard, town and friends updates were given
- Collection development celebrated

Michelle Beard moved to accept the minutes Allison Dellner seconded. All voted to approve.

6:40 Budget Discussion

[Projected Budget Worksheet FY21](#)

- The FY21 columns are what we would like to propose and what the change would be from FY20 approved.

- We discussed using some of the budget to pay for an air filtration system from this year's budget.
- For next year's budget we discussed salary and hourly increase to the library director position and decided to move forward maintaining the existing positions, pay and hours.
- We discussed keeping the portable toilet monies for next year in case.
- We discussed the need for an increase to cover the cost of trash and cleaning.
- Looking at equipment maintenance we discussed the schedule for maintaining the heater.
- We looked at membership and added annual ZOOM membership.
- We discussed the need for an increase in our Books and Materials line for more new books spanning all of the collection. Cory will look at reports to show patron use and new material circulation.

Presenting this budget to the Selectboard will be in November.

7:20 MOU Discussion

[Here](#) is the newest draft focusing on building use.

We discussed possible changes to the MOU focusing on cleaning.

The timing for when we would share this would be before town committees come in January. We can wait until after the budget or share sooner. How about the beginning of December?

7:44 Matters Arising

The Selectboard agreed that they do not need to approve any staffing payments.

7:46 Set Next Meeting Date/Time

Thursday November 12, 2020 6:30 - 8:00. We will decide Zoom or in person when we get closer.

7:55Adjourn Emily Wood moved that we Adjourn and Michelle Beard seconded.