

# Barnet Public Library - DRAFT -

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April 16, 2015

## Minutes of the Board of Trustees

**In Attendance: Julie Roos, Sherry Newton Tolle, Heather Counter, Jane Casavant, Susan Roberts, Sheri Colby Schenck**

**Beginning time: 7:04pm**

**March 19<sup>th</sup>, 2015** meeting minutes were approved.

**February, 2015** meeting minutes, which were previously unable to be approved because there was a lack of quorum of votes from Trustee members who had the attended the meeting, was approved.

There is no first quarter statement from Edward Jones. Heather is still writing checks.

Heather expressed concern that, as we transfer the treasury function to the town, we may lose sight of the cash we are carrying in excess of the current year appropriation. Because the Town uses a single operating cash account, unless tracked outside of the Town's general ledger system, there will be no way to monitor what portion of these funds remain available for library use. Heather does have a current spreadsheet, and will continue to track expenditures as provided by Ben Heisholt. It was stated that there was a buffer of \$6,650 before the annual 2014 \$25,000 town funding was added.

It was moved and approved that the Building and Savings accounts be moved into the Edward Jones account, which will stay under the auspicious of the Trustees. The checking account will be included as part of the transfer of assets to the Town. The Amazon account will stay under the Library's umbrella. Spending decisions will also remain under the Library's discretion. Ben will keep the books but provide a statement. The Selectboard will defer payroll decisions to the Trustees. The Trustees would like investment decisions surrounding funds in the Edward Jones account to remain in the control of the Library Trustees and that Heather will investigate how other municipal libraries handle this situation.

### Treasurer's Report

See attached report; approved unanimously

### Librarian's Report

**Website update** – an account has been setup on the GoDaddy platform. Currently this monthly expense is being paid for by Dylan Ford as it was created prior to the website grant being awarded. Dylan has been requested by the Trustees to submit an invoice to be reimbursed for this amount.

**Summer Reading** – Every Hero has a Story theme, currently taking suggestions of local heroes. There will be a book sign-in log. A "Meet the Heroes" Ice Cream Social will be planned for the end of summer, date to be discussed. Summer reading will be completed the end of July.

**VINS** – Dylan has applied for a \$100 grant to help cover the \$275 cost of attendance.

**Libre Grant** – grant has been applied for. The McBride funds will be used to help match the Libre Grant \$2.00 for every book read. The money comes in July to cover the year.

**Book Bingo** – planned for over school vacation.

**Adult Summer Programs** – Ukrainian Egg Dyeing, Sheri reported that the event very well. There were 8 attendees. Messy but fun. Jane sent out thank you cards to Presenters Becky Boardman and Elizabeth Everts.

Other event ideas discussed were evening music with bag lunch or picnics on the lawn, ice cream social, and a photography class with Sarah Walls.

**100<sup>th</sup> Anniversary of the Last Log Drive Along the River** – A celebration will take place on August 1<sup>st</sup>, 2015. Events to include the Bayley Hazen Boys, Gary Moore, Peggy Pearl, Beth Kannell, a bean hole supper, and a showing of sawing skills. Discussion was had on the Library could contribute.

### **Old Business**

**Bylaws and Policies and Procedures** – an extensive review was done by the Trustees. Sheri will complete the suggested edits, and provide the Trustees with updated documents. Once they are approved, they will be uploaded to the Library website when it is completed.

**Edward Jones, Passumpsic Building and Savings accounts** – only one signature is required to access those accounts. Heather, Julie and Sheri will remain signatories for those accounts.

**Facilities Renovation** – Renovations are to include electrical, the bathroom, the front hallway, and the backstairs. Contractor was scheduled but never showed up. Currently there is no written report from Jeremy. If there continues to be no movement, to-be designated members of the Library Trustees will go before the Selectboard to request action.

Bathroom repairs include the toilet, sink, flooring, and paint. Framed Community and Library bulletin boards are planned. Julie borrowed a sampler of paint colors from Sherwin Williams which she will leave at the library for review. Ben will be contacted to see if the Town has an account to purchase paint.

### **New Business**

No new business.

### **Meeting adjourned**

### **Next Trustee Meeting is May 21, 2015.**

Sue Roberts may not be able to attend. She will let the Trustees know.

**End time: 9:39pm**