

# Barnet Public Library

-Approved-

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June 18, 2015

Minutes of the Board of Trustees

In Attendance-Julie Roos, Sheri Colby Schenck, Heather Counter

Meeting began 7:15pm

Minutes from May 2015, with noted date correction- unanimously approved

## Treasurer's Report

see attached report-unanimously approved

Heather also presented a history of restricted funds that were donated to the library. See attached report. This report was compiled from old library records and was as accurate as was possible to ascertain from incomplete or unclear records. Restricted funds (\$34,837.50) are in the Edward Jones account which currently has \$88,382.86.

Received a \$1000 donation from Rae McBride to be used for children's book and children's activities.

The concern was raised about making sure we have an accurate accounting of what has been spent or what bills have been paid. To that end all bills need to go through the treasurer, who will submit them for payment to the town. Please do not submit bills to the town clerk directly. This is the most accurate way to track library spending at this time. Further research is being done to determine if this is the best way to handle this issue for the future.

Librarian's Report-See attached note from Dylan Ford

## Old Business

Renovations-We tried out a new color in the bathroom (Tangelo from Benjamin Moore), need to get librarian feedback. We are planning to work on the bathroom first then the entryway before moving on to the foyer. Julie and Sheri are looking for a small cabinet for supplies and are also trying out different paint color combinations. Once decisions are finalized we will set a painting date.

Vacation pay and other employee benefits will be reviewed at the next board meeting. Discussed paying Paid time off versus "vacation pay" and "sick leave" as this leaves the discretion of how paid time off is used to the employee. Also discussed allowing it to roll over to the next year and accrue up to some predetermined amount. We will get the benefit policy in writing for clarity. And will ask the town clerk what current benefits town employees receive.

Job Description reviews will also happen at the next board meeting.

Book Sale- Heather is organizing a book sale to benefit the library that will coincide with the Historical Society's Log Drive Event August 1<sup>st</sup>. Heather will collect books, Sheri has a tent. Need to ask if book sale has been posted on our facebook page. Also need to determine specific time. We also discussed whether we should have a bake sale as well? Need to determine what other food vendors will be at the event.

Ice Cream Social-Sheri is looking into donation of paper products and ice cream. We are planning on having ice cream sundaes with volunteers managing the ice cream sundae bar. Sheri will be out of town for the event but will coordinate with other board members and with the librarians.

#### New Business

None

Meeting ended at 8:43pm

Next Meeting- July 16, 2015 at 7pm.