

Barnet Public Library - Draft -

October 15, 2015

Minutes of the Board of Trustees

In Attendance: Julie Roos, Heather Counter, Sue Roberts, Jane Casavant, Dylan Ford

Beginning time: 7:00 pm

September 17th, 2015 meeting minutes were approved.

Treasurer's Report

Heather provided the quarterly Budget to Actual Comparison as of October 15, 2015.

Discussion was held on our current magazine subscriptions. Dylan will track which are read the most.

The treasurer's report was approved unanimously.

Librarian's Report

Libri has wrapped up. Dylan needs to complete the documentation.

Trunk or Treat – Currently there are 5 cars participating; Dylan hopes for more sign-ups before the actual event.

The Trustees decided on the scattered library cards design for the tote bags. Dylan will research the quantity costs and place the order.

Halloween Day at the Library is scheduled for October 24th and 31st.

Discussion was held on purchasing another patron computer and what was needed.

Old Business

Facilities Renovation – The Trustees will take shifts October 23rd-25th to clean and paint the bathroom. Julie will work out a schedule between Mayo's Flooring and the Library on when to replacing the bathroom flooring. Once the schedule is set, Julie will place the order.

Review of Library Director and Assistant Library Director Duties – Julie provided the Trustees with the specifications of the duties, which were reviewed by her and Dylan. A motion was approved to accept changes to the director position job description. A motion was approved to accept changes to the assistant director position job description.

Review of Library Director Benefits – The Library Director will get paid time off consisting of 1 week for the first 4 years, and 2 weeks for 5 or more years. There will be no participation in health insurance.

New Business

Fall/Winter Art at the Library – The Fall Photography Class will be held October 18th from 2:00-4:00pm. The class for adults on felted gnomes will be Sunday, November 22nd.

Budget – Preliminary discussion was held on the upcoming budget session. Extended patron library hours were discussed. Heather will produce a comparison budget of additional hours in increments of 2, 4 and 6 extra hours. Dylan will work on providing expenses to help plan the budget.

Membership – An organization membership to the American Library Association was approved by the Trustees for 1 year.

Meeting adjourned at 8:37 pm

Next Trustee Meeting is October 15, 2015 at 7:00 pm.