

# Barnet Public Library - Final -

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**May 11, 2017**

## **Minutes of the Board of Trustees**

**There being a quorum present, Julie Roos called the meeting to order at 7:08 pm.**

**In Attendance: Julie Roos (President), Sue Roberts (Vice President and Special Program Co-Coordinator), Susan Wood (Treasurer), Rebecca Boardman (Special Program Co-Coordinator), Jane Casavant (Secretary), Dylan Ford (Director)**

**April 13, 2017** meeting minutes, with amendment on Actionable Items, were approved; the motion was passed unanimously

### **Treasurer's Report**

Income and Expense Report as of 5/8/2017 was presented by Susan. Current bank balance is \$13,335.48. Current Edward Jones account balance is \$90,471.96.

Bill for One Click Digital just came in, which is not reflected. Discussion was held regarding One Click Digital versus Green Mountain Consortium.

Julie is working on getting Susan on the Edward Jones account, and has forwarded the last meeting's minutes to Edward Jones.

The May Treasurer's Report was approved as written; the motion was passed unanimously.

### **Librarian's Report**

Library park passes have arrived. Yearly the Library gets a park pass and a museum pass.

- Park pass = one day, 8 people
- Museum pass = one day, unsure how many people at time of meeting

Dylan has applied for the movie license; it has to be done yearly.

Most of the DCF books are in.

A passport program is available for patrons to visit other libraries and get the passport stamped.

The new outdoor sign is in, and will have a bike lock to attach it to the fence post.

The Library has until 5/15/17 to respond to the offer regarding the CLiF Grant. It is a summer reading and storytelling program. 35 at-risk youths are need to participate. Each child gets 2 free books, which they can pick, to take home.

Joyce Claire Evans is interested in using the library for a knitting/book group. Dylan asked her to put out feelers and report back if there is interest.

The summer reading posters are done. June 10<sup>th</sup> is sign-up. There will be t-shirt tie dying (t-shirts donated by Karma Choling). Kelsey will be helping. If case of rain, programming will be held at the Town Hall.

- Upcycle/recycle - June 30<sup>th</sup>
- Wobblebots - July 6<sup>th</sup>
- Marko the Magician - July 12<sup>th</sup>
- Bobby Farlice-Rubio, Build a Better World In Space – July 22<sup>nd</sup>
- Eric C. Cram, comic book artist; kids ages 10-14 – July 26<sup>th</sup>
- Book-opoly – through August 12<sup>th</sup>; squares include: visit another library, do a good deed, build from our maker's space; Dylan will have index cards with ideas for the maker's space.

Books earmarked specifically for the program will have Build a Better World stickers on them.

### **Old Business**

**Art at the Library:** there have been requests for Part 2 of Pop-Up Art at the Library.

LJ Stewart's Ikebana class has been postponed until the Fall.

Better communication between Presenters and Library was discussed; i.e. who the email is coming from when it's signed Barnet Public Library, who does the posters and where to hang them, how many participants, online posting. One idea was to create Events with Invites on Facebook. Another thought was more cross-promotion with other libraries, which Dylan is already doing now with the summer reading program. A mockup of an outline will be produced by the Committee.

Brainstorming for events will commence over the summer; maybe generate a few ideas for each meeting. Example: Outside Wet Felting with Sheri Colby Schenck.

**Actionable Forms** - Becky reviewed with Shawn forms for actionable items, and received examples of evaluation and job description forms for paraeducators as an example to use for the Library.

**Board Schedule of Tasks** – Discussion was held regarding setting up a schedule of yearly tasks the Board has to undertake and dates they need to be accomplished by; i.e. evaluations, budget, etc.

**Renovations** – Julie got the crown molding to make frames for the entryway bulletin boards, but ran into technical mitering issues.

New lighting fixtures need to be picked out for the pathway; looking for 1 pole with a double-headed light fixture; certified dark sky lights.

### **New Business**

**No new business.**

A motion was made, and passed unanimously, to adjourn the meeting.

**Meeting adjourned at 9:05pm**

**Next Trustee Meeting is June 8, 2017 at 7:00 pm.**

### **Action Items**

Susan	Will meeting with Ben H. before next Trustee meeting
Susan	Will get the appropriate forms to be placed on the Passumpsic Savings Bank statement – will check with Ben H. to see if he has them
Dylan	Email Trustees summer schedule and Book-opoly outline
Julie/Jane	Donate index box
Julie	Email pictures from Pop-Up Art class to library for upload to website
Jane	Add each Trustee's role to the Attendance
Julie Sue Susan Jane Becky	Each Trustee will view Short Takes "What It Means to be a Board Member" before the next meeting
Julie	Will provide Susan and Becky with all necessary Trustee paperwork: i.e. job descriptions, policies & procedures, etc.
Dylan	Will work discuss with Sherry Facebook Event Invites for Art at the Library events
Becky, Sue, Jane	Mock up an outline of what needs to be done when setting up an Art at the Library event
Julie	Will work with her dad on bulletin board frames and will report on progress at the next meeting
Julie	Will searching companies for double heading lighting
Becky	Will talk with brother-in-law, a restoration architect, for some lighting tips

### **Items Tabled**

Reducing Board Member terms to 3 years
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