

Minutes of the  
Board of Trustees meeting  
Ilsley Public Library  
Tuesday, April 19, 2011

David called the meeting to order at 6:35 p.m.

Present: Peg Martin, Chris Watters, Sandra Carletti, Maria Graham, and David Andrews  
Also present: Jim Gish and David Clark

**Election of officers for 2011-2012** David opened the floor for nominations for the position of president of the board of trustees. Peg nominated and David A. seconded Sandra for president. There were no other nominations. The board unanimously elected Sandra president.

Sandra then called for nominations for treasurer. Chris nominated and Peg seconded David A.. Board approved. Sandra then called for nominations for corresponding secretary. David A. nominated and Chris seconded Peg. Board approved. The board then appointed David C. recording secretary.

**Organization** Maria reported that she had attended the Town Officers Training workshop in Burlington where the duties and authority of trustees were reviewed. Each trustee has a handbook which includes a copy of the by-laws. There are no proposals to update the by-laws. Peg said that she is the liaison from the trustees to the board of the Friends. Its president is invited to attend the trustees' meeting.

David C. reviewed the long range plans. A progress report was sent last fall to the select board and everyone who had participated in the planning. The trustees and staff met earlier in the year to discuss future direction. David C. is to summarize the discussion and bring to the board ideas.

The library's capital budget will be drafted for submission later this year to the town by the new building and maintenance committee (Chris, David C., Russ, Jonathan Miller)

**Guest – Jim Gish** Jim recently joined the Vermont Board of Libraries, an advisory citizen committee to the state librarian. He attended his second meeting of the board just that morning in Berlin and came to describe for the trustees what the board of libraries does and some of the issues being addressed by the Department of Libraries (DOL).

DOL is facing a 15% cut in federal funds, \$150,000.

Under the Federal Recovery Reinvestment program, funds to expand broadband technology with high speed connections are being addressed in two programs: 1) E-Vermont Community Broadband in which Bristol and Vergennes libraries are involved, and 2) Vermont Fiber Connect through the Vt Telecommunications Authority and SoverNet which will bring high speed connections to 53 libraries. Ilsley may be one of the 53 chosen communities.

Jim also discussed the efforts to develop a statewide catalog and integrated circulation system and the two systems under review, Koha and Evergreen. David said that IPL should leave it's III-Millennium system it shares with the college and go to which ever system is chosen for the statewide system. David C. reported that Chris Kirby believes a move now to either system would be fine since each has easy transferability.

Jim promised to stay in touch with the board. A resident of New Haven, Lucy Comstock-Gay, has also joined the board of libraries.

**Secretary's Report:** The minutes of the March 29, 2010 meeting were accepted as presented. The minutes are now posted on the library's website (under About Us – Board of Trustees) and the current draft will include the word Draft as a watermark over it until the board accepts it.

**Treasurer's Report:** David A. presented the 1<sup>st</sup> quarter report showing a total balance of \$33,513.51. After a discussion of the sources and purposes of the monies, David A. said he would draft an explanatory description for the board.

**Monthly financial statement:** David C. presented a statement dated April 13 covering 9 months (75%) of the fiscal year. Revenues were 67% of projected and expenditures were 66% of budgeted.

**Friends of Ilsley Public Library:** David C. reported that the Friends will underwrite the 2011-2012 First Wednesday lecture series and had sent to the Humanities Council their suggestions for speakers and topics for next year.

**Librarian's Report** David C. reviewed a few items in his report.

a. The board approved new wording for the policy on memberships:

Our policy is that free memberships are available to persons in one of several categories including (new text in bold; italicized text to be dropped):

1. **Children** [*Students in kindergarten*] through 12<sup>th</sup> grade and homeschoolers who live in the Addison Central Supervisory Union

This includes: Bridport, Cornwall, Ripton, Salisbury, Shoreham, and Weybridge

This does *not* include: students in Bristol and Vergennes

4. **Children** [*Students in kindergarten*] through 12<sup>th</sup> grade and CCV students who attend a school **or educational program** in the seven towns of the Addison Central Supervisory Union.

This includes **but not limited to:** students at Bridge, Aurora, St. Mary's, **Gailor**, Community College of Vermont, Patricia Hannaford Career Center, North Branch, **and the Early Education (EE) school programs**

b. Four candidates for the position of youth services librarian will each come one day next week and the replacement of the dry sprinkler system began yesterday and should continue for four weeks.

### **Old Business**

a. Air quality and moisture recommendations Chris reviewed the proposal provided by Mark Doughty of Doughty Environmental Hygiene Associates and said that he recommended having Mark do some of the things proposed: specifically, testing bioaerosol samples and spore trap samples for bacteria and fungi, produce allergens. More thorough sampling and identification of all particulates could be delayed until a later date (or indefinitely).

In addition to the areas Doughty noted, Chris would focus on three basement areas – the meeting room, the front wall of the youth area, and the picture book area in the youth area. The total cost would be in the \$2,800-\$3,300 price range which David C. said was doable with remaining capital budget funds.

Peg suggested that David C. contact Asher Nelson to get estimates on renovating the outside meeting room entrance, the lobby of the side entrance, grading around the building, and radiant heating on the lower level.

David C. will invite Mr. Doughty to walk through the building one more time to determine exactly what testing he will do with Chris, Jonathan Miller, Peg, and David C.

**New Business** None

**Statistics** Received for the first quarter of the year.

### **Business for the next agenda**

The next meeting will be held **Tuesday, May 17**, at 6:30 p.m.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

David Clark  
Recording secretary