

Minutes of the
Board of Trustees meeting
Ilsley Public Library
Tuesday, January 18, 2011

Bob called the meeting to order at 6:43 p.m.

Present: Peg Martin, Chris Watters, Sandra Carletti, David Andrews, and Bob Champlin
Also present: David Clark

Secretary's Report: The minutes of the November 16, 2010 meeting were accepted as presented.

Treasurer's Report: David A. presented a 2010 4th quarter report showing a balance of \$33,521.25. The investment value fell \$897.03 during the quarter.

Monthly financial statement: David had not received the December statement from the bookkeeper.

Friends of Ilsley Public Library: No report. David did say that they discussed their membership at the January 13 board meeting.

Librarian's Report David reviewed his report:

- a. The approved this motion: "The Ilsley Public Library Board of Trustees shall meet the 3rd Tuesday at 6:30 p.m. of each month in 2011. The Board does not normally meet in December or August. Any change to these dates will be posted on the web sites of the library and town."
- b. The board accepted with gratitude the anonymous gift of \$2,000 sent to us from a bank in Houston. Bob will send a thank you letter to the bank and the board will decide what to do with this money at a later meeting.
- c. David did not have a draft of the long-range plan based on the discussion among the board and staff on December 9, 2010 but will try to have it for the February meeting.
- d. CVPS installed a monitor for five days to assess electrical current flow. We have not received a report. David is keeping a log of the fluctuations in electrical power.
- e. David A. and David C. reported on their discussion with Mrs. Sidaway and her interest in expanding library service to Ripton residents. They outlined several options to Mrs. Sidaway and she will speak with other residents and get back to us if there in interest.
- f. David presented the board with proposals from four companies addressing the interior air quality and recommended accepting Doughty Environmental Hygiene Associates of Stockbridge, VT, the firm/person who had assessed Rutland Free Library's building.
The board gave the go-ahead to purchase a new vacuum cleaner with a HEPA filter.

Old Business None

New Business

- a. The board established a building and maintenance committee whose charge is:

The buildings and maintenance committee shall review at least two times a year the physical facilities and make recommendations to the board and director.

By July 1 of each year, the committee shall propose to the board and director capital improvements needed for the next seven years.

Members of the committee shall be appointed by the chair of the board of trustees.

Bob appointed the director, the custodian, and Jonathan Miller, a local architect to be on the committee. Chris will chair the committee. Chris will ask Peter DeGraff if he can help on this committee.

- b. The board voted to close Ilsley and Sarah Partridge Tuesday, May 24, 2011 so that all staff could attend the annual conference of the Vermont Library Association.

Statistics Received for December 2010 and calendar year 2010. The board asked that statistics be presented to them quarterly rather than monthly. The statistics will now be issued in January, April, July, and October and will include the current year and the previous year.

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Business for the next agenda report on air quality, long-range plan

The next meeting will be held **Tuesday, February 15, 2011** at 6:30 p.m.

The meeting adjourned at 8:25 p.m.

Respectfully submitted,

David Clark
Recording secretary