

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

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

Present: Peg Martin, Maria Graham, and David Andrews

Also present: Lorrie Muller and David Clark

Secretary's Report: The minutes of the June 21, 2010 meeting were accepted as presented.

Treasurer's Report: David A. distributed the quarterly report March 25 – June 24, 2011. It showed a total value of \$34,489.67 on an investment increase of \$672.28 in the quarter.

David A. in conjunction with Sylvia Charron and Jackie Sullivan will see that the semi-annual interest checks will be deposited electronically into the town's trust/agency account.

David A. introduced the membership renewal for the American Library Association's Association of Library Trustees, Advocates, Friends, and Foundations. It is \$60 for a year. The board agreed to pay it and not ask the Friends to split it.

Monthly financial statement: David received from Jackie a preliminary report of June on July 12. He expected to get an update before the board meeting but did not and then forgot to make copies for everyone. The audit is to begin next week so a complete report should be available sometime.

The July 17 statement covering 12 months (100%) of the fiscal year indicated that expenditures were 91% of budgeted, leaving approximately \$40,000. The town manager had asked departments to slow spending the last fiscal quarter so the library did not seek to use all of its funds before the end of the year. The main reason for the unspent funds was the absence of a librarian. Salary and unordered materials would account for most of the \$40,000.

David did not get a revenue statement for June.

The board discussed the capital budget which will be given to Bill Finger in the next couple of months. Bill has asked each department to pay particular attention to foreseeing probable capital expenditures. The board expressed its concern that this was difficult since we had no one on staff knowledgeable about building issues. The board asked David and Chris Watters, chair of the library's building and maintenance committee, to meet with Bill before the August meeting and get Bill's suggestions on how to proceed.

Friends of Ilsley Public Library: Lorrie said that the used book sales are continuing through the summer. They recently purchased a cash register for the sales. The First Wednesday schedule for 2011-2012 has been emailed to us by Ali White of the Vermont Humanities Council. David will email it to the board and Friend's board and everyone began thinking of who in the community would be interested in specific topics and who could help us spread the word about the lectures.

Librarian's Report David reviewed a few items in his report. Salary increases for the union staff have been made. The town provided 1.5%. David suggested to Bill that other staff receive the same increase. Bill asked the department heads to submit recommendations to him. David had suggested that these percentage increases be the same across departments. No word yet on the adjustments for non-union staff. The board asked David to gather information about salaries of directors in comparable libraries. Peg will take this information and propose something to Bill Finger.

The Town Hall Theater has offered to purchase the black upright piano in the community meeting room. Doug Anderson and David C. discussed \$500. David A. said that he would check to determine a re-sale price. Would the THT be able to pay more?

Old Business

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New Business

a. Proposal for FY 2013 - The board discussed the outline of a new operating budget for FY 2012-2013. David calculated a first draft which increased spending by 1.9% (\$9,456) to \$502,293, less benefits. The board suggested looking into 1) additional hours for staff in the youth department, 2) projected higher fuel costs, possibly from \$10,500 to \$13,000, 3) making the temporary cleaner permanent.

At some time David noted that the library will need to separate from the college's T1 computer line. This would affect out wifi. It seems logical that the library would become a part of the town's telecommunications network.

- b. Review of agreement with MCTV – The board saw no need for changes in 2012.
- c. Review of agreement with Community College of Vermont – the board saw no need for changes in 2012
- d. Review of agreement with Middlebury College – the agreement was current as of 2007. No action was taken.

Statistics Received for the FY 2011.

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Business for the next agenda

The next meeting will be held **Tuesday, August 16** at 6:30 p.m.

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

David Clark
Recording secretary