

**Board of Trustees
Ilsley Public Library
Thursday, Oct 23, 2014, 4:35 pm.
Vermont Room, 2nd floor
Minutes**

Board members in attendance:

Maria Graham, Rebekah Irwin, Chris Watters, Skylar Atkins, John Freidin.

Also in attendance: Kevin Unrath, Director.

Public & Board Comments - None

Minutes of the Previous Meeting

August minutes accepted unanimously as submitted.

Trustees Financial Report

Mr. Watters presented the Trustees' quarterly financial report. Recent large drops were seen in managed funds, mostly in equity funds, with bonds serving as a buffer. Funds have since come back in the last week. Money market funds are adequate for now for trust/agency accounts.

Librarian's Report with financials and Q3 statistics

Trust/Agency report – Mr. Freidin inquired as to the possibility of spending money in the trust/agency accounts to hire a building consultant. Mr. Watters asked if the Department of Libraries was supporting us in the building efforts, and Mr. Freidin said that we talked with state library consultant Rob Geiszler and he suggested we consider hiring a building consultant and also look at doing some strategic planning to provide the library building committee with a direction in which to go before they move too far ahead in the process.

Mr. Watters made a motion, seconded by Mr. Freidin, that Ms. Graham and Mr. Unrath write the Selectboard a letter indicating that the library would like to set aside adequate funds to hire a library building consultant from unspent capital funds by June 30th, 2015. Unanimously approved.

Mr. Unrath suggested looking at how we can free up time for more long range planning at the board meetings through streamlining processes. Ms. Irwin suggested a range of options be presented for how to streamline, rather than an all or nothing approach. Ms. Graham and Mr. Unrath will meet to discuss the next steps for long-range planning.

Old Business

Mr. Freidin made a motion, passed by the board unanimously, to adopt the revised Animals in the Library Policy presented by Mr. Unrath. Mr. Freidin made motion, passed by the board unanimously with revisions, to adopt the Library Rules of Conduct. A major revision to strike the “no food or drinks” line and develop a more nuanced approach was added.

Reinvesting stagnant trust/agency accounts: depends on stipulation in the original gift, with the Hicks fund as an example of a fund that cannot be reinvested according to the original donation letter. Mr. Unrath indicated that he will spend down the Hicks fund and also investigate the stipulations in other named funds at the request of Mr. Watters.

Directors and Staff Evaluation: board will proceed with comments to the director’s self-evaluation, and the director will continue to evaluate staff using the current evaluation form.

New Business

Personnel changes, specifically moving back the Library Assistant I position to part-time and the Administrative Assistant to 30hr per week full-time were discussed. This change will take place on November 1st, with the Library Assistant I (Judy Holler) taking off a month but planning to return to her position part time in December.

Scheduling of Next Meeting

The next meeting will be Thursday, November 20th 2014 at 4:30 in the Vermont Room.

Meeting adjourned at 6:00 pm.

Respectfully Submitted,
Kevin Unrath