

Minutes of the  
Board of Trustees meeting  
Ilsley Public Library  
Meeting in East Middlebury at Sarah Partridge Library in the Community House  
Tuesday, November 15, 2011

Peg called the meeting to order at 1:40 p.m.

Present: Peg Martin, Chris Watters, Maria Graham, and David Andrews  
Also present: Kathleen Ramsey, Lourie Muller, Sarah Lawton, Mona Rogers, and David Clark

Mona Rogers gave a brief tour and updated the trustees on the circulation (2,665 items in 2010) and visitors (2,956). Mona also reported on fund raising and the library's role as a central part of the East Middlebury community.

David C. reviewed the finances of the Sarah Partridge Library: the annual budget is approximately \$12,000, with \$5,500 provided by the Town of Middlebury through Ilsley's budget, and the remainder, more than 50% of the budget, provided by the Prudential Committee and fundraising efforts.

The trustees reviewed with Kathleen the upcoming building issues and David C. reported on a septic backup the previous day caused by tree roots clogging the drain from the public restrooms. The clean-out line is in the custodian's water closet and it did not have a cap. Dundon's will return to install a cap.

Peg asked how the board could package these building issues for the Selectboard. Kathleen said that the Public Works Committee (PWC) would like a comprehensive solution to the roof, not a piece meal remedy, that would include the moisture issues, insulation, roof, etc.

The PWC did approve \$18,000 for the roof and \$10,000 for moisture related issues.

Kathleen noted that Fred Dunnington is revising the 2007 Town Plan and that input from the board would be welcome. David will email the sections of the Plan that concern the library and seek opinions that can be forwarded to Fred.

Kathleen suggested that the trustees might convene with the Selectboard sometime in the spring following town meeting.

**Secretary's Report:** The minutes of the October 18, 2011 meeting were accepted as presented.

**Treasurer's Report:** no report

**Monthly financial statement:** David presented a statement dated November 15 covering 4 months (33%) of the fiscal year. Revenues were 36% of projected and expenditures were 27% of budgeted. David distributed a trust/agency statement dated October 31, 2011 and the board reviewed the accounts.

The Ted Collier Health Information fund was discussed and the need to renew our connections with medical personnel. Could we add web resources for teens?

Peg suggested investigating outside funding (Cerf Foundation?) for middle school related health issues, such as eating disorders or bullying.

**Friends of Ilsley Public Library:** Lorrie reported that there are now 229 members. They have transferred the bulk of their investments from one brokerage firm to another. They are seeking ways to assist Louise and Don in the used book sales. The Friends will underwrite a holiday reception for volunteers, trustees, and staff December 22 from 1-3 p.m. In the spring the Friends would like to resume a formal recognition of volunteers. Chris Kirby and Sarah Lawton presented their requests for 2012 at the November meeting of the Friends board.

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

**Old Business** The board asked David to follow up on Chris and David A's discussion about the sale of the piano with Doug Anderson of Town Hall Theater. They concluded with an offer to sale the piano to THT for \$2,000 down and \$500 for each of the next two years.

**New Business** Maria reported that she had attended the discussion by Jim Condos, Vermont Secretary of State in the library's meeting room, called "transparency tour." She reminded the board that minutes must be taken, approved, and posted for the public [*note: minutes are now posted on the library's website*]. Emails between board members discussing library business are considered public records. The board talked about decisions about bids made in executive session which then need to be voted on in public.

Holidays and closing and opening dates of the library in 2012 were adopted.

**Statistics** none presented.

**Business for the next agenda** The board decided not to meet in December. Peg will contact Sandra about the location of a social gathering.

The next meeting will be held **Tuesday, January 17, 2012** at 6:30 p.m.

The meeting adjourned at 3:50 p.m.

Respectfully submitted,

David Clark  
Recording secretary