

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

Sandra called the meeting to order at 6:40 p.m.

Present: Peg Martin, Chris Watters, Sandra Carletti, Maria Graham, and David Andrews  
Also present: Lorrie Muller, Sarah Lawton, and David Clark

**Secretary's Report:** The minutes of the September 20, 2011 meeting were accepted as amended (incorrect date). The board then accepted the minutes of the August 16, 2011 as presented earlier at the September meeting.

**Treasurer's Report:** David A. reported that the total funds held in the board accounts totaled \$35,739.43, with all funds dedicated except for the General Fund of \$3,588.32.

**Monthly financial statement:** David presented a statement dated October 14, 2011 covering 3 months (25%) of the fiscal year. Revenues were 25% of projected and expenditures were 20% of budgeted.

**Friends of Ilsley Public Library:** Lorrie said that the Friends board had met the previous Thursday and welcomed Sarah and glad to hear about her plans. The Friends recently added 13 new members as a result of their fall newsletter, the used book sales have raised \$4,100 this year, they are moving the bulk of their money from UBS to Vanguard, and David reported on upcoming library events.

**Librarian's Report** David noted that the Secretary of State's office will hold a workshop at IPL on the state's open meeting rules and encouraged trustee attendance. He will be in NYC that day and may not be back in time.

David said that he would like to attend the Public Library Association conference in Philadelphia March 14-16, 2012. Approximate cost would be \$700 since he could stay at the home of a friend.

**Old Business** Peg and David spoke with Doug Anderson of Town Hall Theater about the sale of the library's piano. The board decided to give THT two options: \$3,000 in cash now or \$2,000 down and \$2,000 deferred payment over two years. David A. will get back to Doug.

### **New Business**

1. David C. presented a worksheet of the proposed capital projects including 6 projects he had submitted to Bill Finger August 31 totaling \$36,900. This total is not firm but was an estimate. The board approved the list and David will work with Bill to get quotes for the Public Works Committee.

2. The board discussed the awning proposal and approved up to \$5,500. Chris will negotiate with Otter Creek Awning for the best possible price.

3. Several projects on the worksheet related to the boiler and David will contact Ryans about doing them.

4. David figured that there is \$7,692.84 available from capital and trusts accounts for these projects. The board added \$3,000 from its funds and David suggested figuring an additional \$5,000 from the library's \$12,000 Building repairs in the operating budget bringing the total to \$15,700. Less the awning at \$5,838 leaves \$9,862.

5. Service to Shard Villa residents - the library had been approached by the staff of Shard Villa about providing borrowing privileges to its residents. The board decided to offer senior resident housing units outside Middlebury the equivalent to the teacher pack – an institutional membership for 10 persons at an annual cost of \$180.00 and with a normal 3-week loan period. Their other option would be individual non-resident memberships.

**Statistics** Received for July, August, and October.

**Business for the next agenda** capital projects update, think about board recruitment, invite Kathleen Ramsey

The next meeting will be held **Tuesday, November 15 at 1:30 p.m. at Sarah Partridge library.**

The meeting adjourned at 8:34 p.m.

Respectfully submitted,

David Clark  
Recording secretary