

Minutes of the  
Board of Trustees meeting  
Ilsley Public Library  
Thursday, January 10, 2013

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

Present: Chris Watters, Sandra Carletti, Maria Graham, Rebekah Irwin, and David Andrews  
Also present: Lorrie Muller and David Clark

**Secretary's Report:** The minutes of the November 20, 2012 meeting were accepted as presented.

**Treasurer's Report:** David A. distributed copies of a report dated September 30 – October 26, 2012 and said that the \$5,000 will be re-invested in a mixed portfolio of bonds and stocks. The three bond incomes are awaiting distribution. David A. will contact former board member Peg Martin to inquire about Mrs. Mina Catton from whom we have not heard this year.

**Monthly financial statement:** David C. presented a statement dated January 8 covering 6 months (50%) of the fiscal year. Revenues were 43% of projected [but 48% if the East Middlebury Prudential Committee's \$6,320 were removed – this being a purely bookkeeping action] and expenditures were 49% of budgeted.

Copies of the trust/agency funds with a balance as of 12/31/2012 were distributed and discussed. The capital budget as of 1/8/2013 with its three items was also discussed.

David C. then reviewed the negotiations with the town manager and Select Board regarding the FY14 operating budget. The board had submitted a request for \$630,126. The Select Board asked the department heads and town manager to bring the total requests down \$200,000 in order to recommend an increase in the tax rate at town meeting of "only" 5.5 cents. David had to give up \$5,828 in part-time wages, a small cut of \$450 in benefits as reported to the town, and a freeze on the materials at the FY13 levels (a cut of \$5,678); all totaling \$11,956.

We hope to keep in an additional 10 hours for the shared position with MCTV, totaling approximately \$10,000. We are contracting with MCTV for 5 hours this FY.

**Friends of Ilsley Public Library:** Lorrie reported that the Friends board passed a 2013 budget that included the full requests of Sarah and Chris. They will contribute \$500 for the work that Mike Racine did on the third floor storage space. They would like to add a board member who could address fundraising. They are looking for persons to help move the books to and from the 2<sup>nd</sup> floor for the monthly sale.

**Librarian's Report** David reviewed a few items in his report and reported that the library received a letter from Deppman & Foley Attorneys at Law stating that IPL will receive 5% of the Doris Katherine Beers trust, estimated to be about \$30,000. Miss Beers was a long-time resident of Middlebury. This money will be placed in the board's funds.

**Old Business** David sent the proposed policy "Conduct in the Library" to Kathleen Ramsey and Chief Hanley for their comments. No word was received and David will ask them again to look it over and make any suggestions.

### **New Business**

1. Proposal to migrate from III Millennium to Koha - The board agreed unanimously to make the switch in the automated circulation system using the funds as suggested in David's report to pay the \$10,500 expenses for the first year. David will ask Mike Roy of the College to waive the charges for July and August, 2013. IPL will switch over Monday, September 9, 2013.
2. Sandra raised the question of increasing the board from 5 members to 7 members. There was general interest in doing this. The bylaws of the board would need to be changed and the Select Board informed.
3. The board approved the closing dates of the library in 2013.
4. Rebekah asked if the new website could track the number of times it was accessed. David will ask Chris.
5. The first interview of candidates for the position of director in the second round will be held Monday, January 14. Six or seven public members are expected to attend the community forum. Dick Thodal will film the discussion. Chris Kirby will escort Kevin around the building in the morning and will bring him to the meeting of the Addison County public librarians scheduled for the meeting room that morning. David A. will send out a revised schedule for the day.  
The second candidate will be interviewed January 22 with a similar schedule.
6. Chris W. noted that the buildup of ice on the front of the building had caused water to backup into the building. It came down to the floor of the reference room inside the wall and make the carpet wet. David C. and Dick shoveled snow from the flat section of the roof facing Main Street and chipped away at the ice. It doesn't seem to be an insulation issue (this area was heavily insulated last fall) but a roofing issue (the snow melting, freezing, melting, and backing up beneath the shingles).
7. David A. reported that Sarah and Kurt Broderson will speak at the annual meeting of the MCTV board Thursday, March 21. IPL board members are invited.

**Statistics** Received for 2012. David explained that some figures were not accurate, such as the side door counter, internet usage, and reference questions.

**Business for the next agenda** New director, final meeting of Sandra and David C.

The next meeting will be held **Tuesday, February 19, 2013** at 6:30 p.m.

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

David Clark  
Recording secretary