

Minutes of the
Board of Trustees meeting
Ilsley Public Library
Tuesday, October 23, 2012

Sandra called the meeting to order at 6:36 p.m.

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

Due to a health issue, Sandra asked David A. to run the meeting.

Secretary's Report: The minutes of the September 18, 2012 meeting were accepted as presented.

Treasurer's Report: David A. presented a report covering June 30 – September 30, 2012 that showed the total value of board funds to be \$33,679.56. David said that three interest payments were awaiting distribution. A bond worth \$5,000 is up for renewal and David is consulting the Edward Jones advisor for advice on where to re-invest it.

Monthly financial statement: David C. presented a statement dated October 1, 2012 covering 3 months (25%) of the fiscal year. Revenues were 20% of projected and expenditures were 22% of budgeted.

Friends of Ilsley Public Library: David C. reported that the Friends are organizing a large, two day sale November 2 and 3. Members are invited to a preview the evening of November 1. Architect Jean Terwilliger drew a plan for the re-organization of the used book storage area on the third floor. Once the books are removed for the sale, Mike Racine will see that the ceiling is painted and the shelving is re-arranged according to Jean's plan. The Friends will pay Mike for doing this.

Librarian's Report David reviewed his meeting with Kathleen Ramsey and Dick Thodal about telecommunications. He contacted Mike Roy of the college library and told him that the Town is interested in talking about expanding its broadband in both the municipal building and the library. Mike, in turn, contacted Michel Guite, president of Vermont National Telephone Company (VTel) in Springfield, VT who emailed David and who will keep us in mind when discussions with the College proceed.

Rebekah asked about the status of the website upgrade. Chris K. explained that he, Sarah, and David were working on it and hoped to get it out soon.

Old Business David C. explained that the process of selecting a company to implement a downtown free, outdoor wifi network had come to a temporary halt. The three vendors do not make this a bundle package and the necessary choices are more involved than we first expected.

New Business The board discussed the draft of the FY14 operating budget that David C. drafted. The town manager has asked that each department submit their budget by November 1. The draft did not include any personnel costs since they have not yet been received from Kathleen Ramsey. The board decided to request 20 hours for Kurt Broderson of MCTV to help in training and programming for all ages. This MCTV position was originally funded at 20 hours/week and then this year we added 5 hours on a contract basis. Next FY MCTV and IPL would each fund 20 hours, making this a 40 hour position.

David C. said that the only new service the library might propose would be to add Freegal Music Service, an online music sharing file. The board agreed to request \$3,000 for this.

The board considered a proposed policy, "Conduct in the Library," submitted by David C. David A. suggested dropping the time period for a no trespass order which the board endorsed ("When suspicious behavior is seen or there is something seriously questionable, staff members shall contact the police and the senior staff member is authorized to sign a no trespass order provided by the police officer for a period of time up to thirty (30) days."). The board asked that the proposed policy be given to the town manager for review. They will then revisit it at the November board meeting.

Statistics Received for the first quarter of the new fiscal year. David C. noted that they do not get good statistics from the computer circulation system of the number of items added or subtracted. Rebekah suggested contacting Barbara Mertz of the college.

Business for the next agenda Conduct in the library proposed policy, the December board meeting, and board recruitment for March

The board then went into executive session to discuss a personnel matter.

The next meeting will be held **Tuesday, November 20** at 6:30 p.m.

The meeting adjourned at 9:05 p.m.

Respectfully submitted,

David Clark
Recording secretary