

# **Board of Trustees Ilsley Public Library**

**Tuesday, November 19, 2013, 4:30 p.m.  
Vermont Room**

## **Minutes**

Board members in attendance: David Andrews, Maria Graham, Rebekah Irwin, Chris Watters,  
John Freidin

Also in attendance: Kevin Unrath, Director  
Lorrie Muller, President, Friends of Ilsley Public Library  
Dick Thodal, Executive Director, MCTV

Called to order by David Andrews at 4:35.

Minutes for the special meeting and the October board meeting approved as amended.

### **Financial Report**

Kevin reported that the budget is right on target, but we do need to increase the rate of spending on juvenile materials. John inquired whether the percentage being spent on non-fiction should be fifty percent of the budget if the goal is fifty percent of the collection. It is generally accepted that non-fiction titles last longer, so the annual budget is usually smaller.

### **Friends of the Library report**

There will be an open house 9am to 12pm on Saturday, December 7 at Sarah Partridge Library. It was agreed that the board will consider holding a regular board meeting at Sarah Partridge Library again.

Saturday, April 12 will be the first Friends of the Library's fundraiser. It will be a family event 5pm to 8pm and is in the beginning stages of development. The biggest goal is to explain the mission of the Friends and recruit new members. John suggested adding extra fundraising within the event such as raffles which would allow for gathering addresses and emails from attendees.

Kevin, David and Maria represented the trustees at a meeting on November 18 with Lorrie and Doug from the friends. Elizabeth Gaucher is helping them establish a social media plan. The library is considering implementing a mini book sale site outside the library. The library has culled 2,000 books from the collection, the majority of which will go on the free table to prevent overwhelming the book sale sorters.

Chris proposed the board create a plan for determining the criteria for reviewing the director.

### **FY15 Proposed Operating Budget**

Kevin presented the proposed budget with the following explications:

The postage budget has been inadequate and the library is required to provide interlibrary loan service. A new committee has been formed to push the state toward a courier system. Catalog maintenance is less expensive. The amount requested for supporting Sarah Partridge Library is increased to avoid closing to balance their budget. The materials budget is modestly increased after a zero increase last year. Kevin will remove the Honeywell maintenance line item from the budget.

Kevin has requested a \$2,057 increase in the merit raise line item for full-time non-union employees.

Kevin and Dick recommend the library fund 19.5 hours and MCTV fund 20.5 hours of their shared position in order to clarify whether or not this position qualifies for paid holidays. John asked about the source of their funding. Most of it comes from public access fees paid to cable company Comcast. The Ilsley/MCTV partnership is unique. Only three of the 26 public access channels in Vermont are housed in municipal space.

John recommended including the library's revenue in the proposed budget.

Chris moved that the board approve the budget as presented. Rebekah seconded. All approved.

David reported that we have received the balance of the Beers bequest. Chris reports quarterly on the status of the trustees' investments.

Discussion of the New Town Hall Offices and Recreation Facility Project proposal

Kevin reported that Angelo Lynn will be writing an editorial for the Addison Independent. The cost for the space is currently estimated to be between \$800,000 and \$1.2 million. John Flowers will not be covering the library's presentation at tonight's Selectboard meeting.

The next book sale will be Saturday, December 7.

The Friends will be sponsoring the annual holiday party for volunteers, friends, trustees and staff in the Vermont Room at 1:00 on Thursday, December 19.

Old Business

Kevin reported that youth services is now up to a full range of services.

The next meeting of the board of trustees will be in the Community Room at 4:30pm on Tuesday, December 17.

David adjourned the meeting at 5:59pm.