

Carpenter Carse Library Meeting Minutes

Wednesday, November 28, 2018

Attendees: Katherine Kjelleren, Marianna Holzer, Heather Roberts, Paul Lamberson, Harmony Cism, Brian Dunlop, Emily Alger and Sara Donegan

Secretary's Report:

Reviewed the minutes from the October 24, 2018 meeting. Corrected the date and attendees and added details about the FBI training. Paul moved to approve. Marianna 2nd. Approved.

Treasurer's Report:

The quarterly town allocation has arrived.

The draft budget will be presented to the Selectboard on December 10th. We reviewed responses to Paul's questions about cash reserves, budget percentage increases and reviews/audits.

Proposed budget includes 7% increase in expenses (\$279,142) and 7% increase in income (268,837). Noteworthy expense changes are adding 3-4 hours/week of youth programming and a 3% raise to salaries. These figures would result in a budget shortfall of \$10,305 that we would make up with cash reserves.

Emily moved to approve the 2020 budget as presented. Marianna 2nd. Approved.

Sara gives the Friends a wish list twice a year for things outside our budget.

Marianna moved to approve. Brian 2nd. Approved.

Committee Reports:

None presented.

Directors Report:

Sara has been talking with Rachel Kring at HCRC about ways to collaborate. Alex Koncewicz will be leading the Thursday story time in order to free up staff time for other programming.

Sara collaborated with the Charlotte librarian to apply for a grant from the National Library of Medicine to provide iPads with mental health and lyme disease information. The grant was approved.

Received 7 submissions for the mural in the youth area. Sara will send a doodle poll to the Board members to convene a meeting to discuss the options.

The roof leak into the community room will be investigated by Efficiency Vermont.

Active shooter/threatening behavior training provided some information about how to de-escalate as well as specific methods for responding to aggressive behavior in the library space.

Upcoming events:

December 6th - holiday sing-along with book sale and gifts offered by Friends.

February 5th - Community Dinner at Hinesburgh Public House

Paul moved to accept the Librarian's Report. Marianna 2nd. Approved.

Old Business:

Trustee event on November 9th was very nice. Katherine has submitted an article to *The Hinesburg Record*.

Sara has copies of the Conflict of Interest policy and will bring them to the next meeting.

New Business:

Marianna moved to adjourn. Paul 2nd. The next meeting is Wednesday, December 19th at Marianna's house at 7pm. Bring a treat to share. Adjourned at 8:30pm.