

Carpenter Carse Library Meeting Minutes

Wednesday, March 28, 2018

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

We welcomed our two new Trustees, Susan McClure and Emily Alger.

We welcomed Lara Keenan, the State Library Consultant for Governance & Management. She helped us to better understand the role of Trustees in Vermont public libraries.

Secretary's Report:

Reviewed last month's minutes. Removed paragraph pertaining to the Personnel Committee which was out of date. Paul moved to approve; Brian 2nd. Approved.

Treasurer's Report:

Reviewed account balances and a QuickBooks report of Budget vs. Actual as of today.

Paul described all of our accounts for the benefit of new trustees (and all). We receive an annual distribution (approx. 5%) from both VCF accounts.

Jim moved to approve the report as presented. Marianna 2nd. Approved.

Committee Reports:

We will vote on officers and committee assignments at our next meeting.

Directors Report:

The website makeover has been well received.

Sara has met with a consultant, Kate McEachern, about Employee Handbook and personnel policies.

Outreach:

- The Hinesburg Historical Society will be assessing what local history materials are in the library. They want to have software available in the library to access historical records about Hinesburg.
- Sara worked with Jen McCuin at the Rec Department to plan Old Home Week activities including the book sale (with bluegrass music,) story time, etc.

- The library will be a drop off site for the upcoming Friends of Families clothing swap.
- Sara is working with Friends of Families to plan story times in the trailer parks this summer with books to give away.
- Sara is coordinating with the Community Education Committee of the Partners in Education group at HCS to plan parenting programs at the library.

There will be a kick-off meeting for a new Friends of the Library group at the library on April 10th at 7pm.

Jim moved to accept the Librarian's Report. Susan 2nd. Approved.

Old Business:

Katherine is updating the plaque of trustees and spent the afternoon in Town Hall to gather names. There are 6 Trustees that need end dates and 18 that have served since the most recent names on the plaque. We will vote on the expenditure at our next meeting.

New Business:

Rik Palieri will be doing a live-streamed concert at Town Hall the Sunday after the book sale. Katherine has reserved the basement conference room to move the "free" books.

Paul moved to adjourn. Brian 2nd. The next meeting is Wednesday, May 2nd at 7pm.
Adjourned at 9:15pm.