

## **DOROTHY ALLING MEMORIAL LIBRARY**

TRUSTEE MINUTES FOR DECEMBER 19, 2016

### UNAPPROVED

**Present:** Karla Karstens, Steve Perkins, Jude Hersey, Kristin Caterer, Kathy Fernee, Jeff Dannies, Barbara Mieder, Marti Fiske (Librarian), Kristina McSalis (Circulation Librarian and Volunteer Coordinator), Jill Coffrin (Youth Services Librarian)

**Secretary's report:** The October secretary's report was approved and it was noted that the report of the November meeting (which had no quorum) had been read by all.

**Friends of the Library report:** The December 3 holiday decorating party was well-attended with 66 participants. More than 50 children took part in making gingerbread houses. New officers were elected: Joanne Arsenault (president), Shannon Hiltner (vice president), Ann Park (secretary/treasurer), Barbara Mieder (trustee liaison).

**Budget report:** The budget target is 42%. The "training/conference" line item is at 93% due to Marti's attendance at the Harwood Institute and staff participation in several webinars. Attendance fees for the spring DOL conference will come from the donation line

**Staff report:** Kristina McSalis reported:

- The new "Staff Picks" brochure for December has been completed
- She represents the DAML on the Homecard committee for participating libraries, and that committee is working on a unified logo and brochure.
- The recent display by Birds of Vermont was successful with the theme of "The library's for the birds!"
- She has established a connection with CVU art teachers who will prepare a display in March.

**Librarian's report:**

- The Board looked at the statistics for November which look good, especially the Vermont Online Library which had a sizable increase in usage.

**Old business:**

- A motion was made and approved to change policy section VIII regarding unattended children at the library to give equal access to children in the same grade. Instead of a minimum age of 9, it will now stipulate a minimum of third grade.

**New business:**

- A. The budget hearing for the library is scheduled for Tuesday, January 3 at 7:30. So far the increase in the Circulation Librarian's position to full-time and the carpet replacement for the whole library are still in the operating budget.
- B. The trustees discussed the library's role and the trustees' roles in engagement and special projects. Karla talked about ways for the trustees to get more involved as

well as ways to make the library have more central and vital role in the community. A suggestion was made for the library to host a “volunteer fair” for community members to learn more about town boards and commissions. Karla will talk to Rick Maguire about this and report back to the Board. She will also discuss other possible ideas with Kathy DeLuca

- C. Trustees are needed to help plan the January 6 reception honoring Deb Roderer for her 30 years of service to the library. Barbara and Kathy will meet with Marti on December 29 for this purpose.

**Adjourn:** The meeting was adjourned at 8:00.

**Next meeting:** January 9, at 7 p.m. Note the date change due to the Martin Luther King holiday.