

Board of Library Trustees
Monthly Meeting Notes

July 20, 2015 7:30PM

Present: Michele Regan-Ladd, Michele Cunningham, Molly Moss, Dale Houle, Gail Fleischaker, Kate Cell
Absent: Mary Anne Antonellis

1. April minutes approved as amended.
2. June minutes approved as amended.
3. Director's report
 - a. Mary Anne is at the STEM grant meeting.
 - b. Doors have been rekeyed—Molly, Kate, and Dale have keys.
 - c. New position (w/ increased grade & pay) is still being approved by the town; will go before select board on July 28.
 - d. Mary Anne is doing circulation/use statistics. Circulation of print and digital materials has increased; Molly notes that this is countertrend.
4. Building
 - a. Dale has asked the town to paint the library along w/ the entrance to town hall and the fire station.
 - b. Dale will replace a couple of boards before the painting.
 - c. Dale will know more about when the painting will happen after next building committee meeting on July 22.
 - d. We have our new sign! It looks wonderful. The trustees noted their appreciation of volunteer David Holmes.
5. Visioning process
 - a. Dale thinks it may not start until the fall.
 - b. Michele C volunteered to serve on the visioning committee along w/ Dale (and Mary Anne in her private capacity).
6. Election of officers for 2015
 - a. Kate Cell & Molly Moss, Co-Chairs
 - b. Michele Cunningham, Secretary
 - c. Gail Fleischaker, Treasurer
 - d. Dale Houle, Friends of the Library liaison
 - e. Michele C, representative to the visioning committee
7. Kate to update perpetual calendar according to Molly's notes (in google doc)
8. Trustees recommend MBLC trustee orientations to new member Michele C
9. Volunteer appreciation event
 - a. Invite friends executive committee, volunteers, staff, trustees
 - b. Sunday brunch vs. Saturday cocktails/nosh—solicit input from Mary Anne
 - c. Late October—Kate to check w/ Sean on SAC calendar
10. Agenda items for next meeting:
 - a. approve March minutes;
 - b. Karen's letter (Michele R to send to group);

- c. goal setting for director and evaluation process;
 - d. financial report;
 - e. brainstorm fundraising ideas to bolster endowment;
 - f. plan library appreciation event (see bullet 9 above).
11. Process changes to help keep our meetings short:
- a. Trustees agree to ask for written director's report by Friday of previous week.
 - b. Proposed agenda also by Friday of previous week. Molly & Kate to work together to create timed agenda.
12. We are not planning an August meeting; next meeting is Monday, **September 14.**