

Georgia Public Library  
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*Library Trustees*  
*Margo Coy, Chair*  
*Narda Carlson, Vice Chair*  
*Dan Walter, Treasurer*  
*Mary O'Neil, Secretary*  
*Becky White, Member at Large*

Georgia Public Library  
Library Trustee Meeting  
Monday, July 18, 2016  
Minutes

Board members present: Narda Carlson, Becky White, Mary O'Neil, Dan Walter (6:10.)  
Board members absent: Margo Coy.  
Staff present: Sue Webster, librarian.

Meeting was called to order at 6:02 pm by Vice Chair Narda Carlson.  
Becky White – motion to approve minutes of June 27, 2016.  
Narda Carlson – 2<sup>nd</sup>.  
Vote 3-0.  
Motion carries.

Librarian's report:

Sue Webster says no update to applications for open positions. Only 3 applicants for interim librarian position.

Narda Carlson – asks for updates on other items in librarian's report.

Becky White – Jon has key to library. Who else?

Sue Webster – gives a list – fire department, school, herself, Lara, Mary. Also shares that she believes there is a dangerous patron; Sue is fearful of her behavior.

Mary O'Neil – what is the behavior?

Sue Webster – volatile. Asked for the park pass, was denied as not a patron in good standing. Person wanted an explanation, but Sue was too busy to explain. Fearful; she is scary.

Becky White – How to handle? Take away privileges?

Sue Webster – We already have.

Narda Carlson – How will people know this person may be dangerous?

Sue Webster – I will tell Lara. Cannot share identity, confidential, patron records. I had a chair thrown at me a few years ago.

Becky White – by her?

Sue Webster – No. But her behavior is consistent.

Mary O'Neil – I think we should look for direction from the town; is there a policy in place? Surely fire department, others have a protocol for dealing with people who may be behaving in unacceptable manner, whether by intoxication, impairment, or mental instability. We should ask for guidance, policy from Town Administration, Selectboard. Certainly if someone has suffered from something in the past and has received treatment, we need to be careful about prohibiting them from library usage.

Narda Carlson – I think we have something about using the judgment of the librarian.

Becky White – asks about astronomical society.

Sue Webster – Library of Things, budgeted within Impact Fees. Hobbier group like the gem group. Fabulous. Make telescopes. Franklin and St. Albans have them. \$350 for the telescope.

Overall discussion of the librarian's report.

Becky White – Did you have a good response to the movie today?

Sue Webster – Yes – 20 kids, parents, 2 tutoring sessions. More than one person can handle.

Mary O'Neil – Issue of request to be open Sunday. Think we should pause until staffing issues are resolved.

Dan Walter, Narda Carlson, Becky White – agreed.

Mary O'Neil – notes nice gift of Bird of Vermont Museum pass. Unsolicited?

Sue Webster – Yes.

Discussion of its use.

Mary O'Neil – How will folks know we have this new resource?

Sue Webster – Facebook, webpage.

Mary O'Neil – notes new library cards issued.

Sue Webster – Yes, we gave them Arthur stickers.

Dan Walter – Motion to accept librarian's report.

Narda Carlson – 2<sup>nd</sup>.

Vote 4-0.

Motion carries.

Treasurer's report

Dan Walter – no update from Sharon Bessette (bookkeeper.) Busy with other items. There were several issues, a purchase order that had to be fixed. So no report this month.

Narda Carlson – Asks Sue for requested list of librarian's duties.

Sue Webster – This is hard. Maureen gone. She shares August calendar of events.

Discussion of staffing.

Dan Walter – Let's get this list of duties done this week, maybe meet with us next Monday evening prior to Selectboard meeting.

Sue Webster – I am not meeting. I am done.

General discussion of staffing hours.

Dan Walter asks Mary O'Neil to post special meeting warning for next Monday, July 25<sup>th</sup> to discuss staffing transition. Time to be 6:00 pm, prior to the Selectboard meeting, here at the library.

Dan Walter – to Sue – need to compile list of librarian's duties. Can you make time this week?

Sue Webster – I need four hours uninterrupted.

Narda Carlson – need before Monday.

Narda Carlson – Motion to authorize more hours for Lara to cover staffing needs during transition period, until library staffing is back on par.

Becky White – 2<sup>nd</sup>.

Vote 4-0.

Motion carries.

Narda Carlson – asks Sue's input on three applicants.

Sue Webster – I don't think I should have any say. But believes that two will decline if they are offered the same salary as she gets. The other one has availability that is inconsistent with the needs of the Georgia library.

Narda Carlson – I move we go into Executive Session, as premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage per 1 V.S.A. §313.

Mary O'Neil – 2<sup>nd</sup>.

Vote 4-0.

Motion carries.

Mary O'Neil – makes a motion to come out of Executive Session at 7:36 pm.

Dan Walter - 2<sup>nd</sup>.

Vote 4-0.

Motion carries.

Dan Walter – I make a resolution to continue the process of interviewing for an interim director and assistants, including making a job offer based on qualifications, availability and successful interview.

Narda Carlson – 2<sup>nd</sup>.

Vote 4-0.

Motion carries.

Mary O'Neil to contact two applicants to arrange for interviews next week. Will circulate their availability to set up times with other board members.

Mary O'Neil – motion to adjourn.

Becky White – 2<sup>nd</sup>.

Vote 4-0. Motion carries.

Meeting adjourned at 7:45 pm.