

*Board of Trustees Minutes
Georgia Public Library
Meeting Date: August 10, 2015
Date of Approval: September 14, 2015*

Present: Dan Walter, Gary Deziel, Candace Truso, Sue Webster
Absent: Jimmy Allen , Jessica Denton

A meeting of the Board of Trustees, Georgia Public Library, was held at Georgia, VT on August 10, 2015. The meeting convened at 6:05pm. Called to order by Dan Walter.

1. Approve minutes of June 8, 2015 Meeting

Motion: Moved by Gary and seconded by Candace to approve July 13 minutes as they are written.

Motion carried.

2. Friends of Library – no report until early Fall 2015

3. Website Updates

The new library website has gone live, however a redirection from the state's website has not been done, as of yet and a few other items need to be addressed.

4. Librarian's Report

- After a few months of not working, the air condition in the Community Room has been fixed by Chris Letourneau.
- There was a discussion on the use of "Book List", an unbiased review of books. The Library once subscribed to it and would like to again. It is a valuable resource and is part of the state standards to have a review service available. It was agreed to place "Book List" back on the budget for next year. A one year subscription is \$147.50 and a 2 year subscription is \$255.00
- The Young adult budget has been spent, however Sue would permission to use funds from Impact Fees to pay for purchases for the Young Adult Collection for the remainder of the year. It was agreed this would be done.
- There has been a great turn out for the summer programs and an increase in circulation.
- The parking lot received some complaints with people leaving trash; no trash was found.
- A young boy had an accident while jumping near the circulation desk. An incident report was completed.
- Renewal policies were discussed.

5. Treasurer's Report

Two reports sent from Town – For month of July:

- Checking Account:
\$55 deposits and \$260 worth of check = \$1542.70 remains.

- Budget:
Operational supplies: all of young adult has spent. (See Librarian's Report)
Utilities: 73% has been spent. The library has yet to see a bill for filling the new propane tanks. However 55% of the utilities were used in June. This shows an 18% unaccounted for increase.
The payroll budget is on schedule for the year.
Overall: 61% of budget has been sent for the year.

6. Old Business:

- a. Boiler:
The boiler project is not 100% complete. Sue informed the board that the town informed her an electrician has to inspect the boiler. The inspection has yet to be scheduled with the town.
- b. ADA Entry / Bathrooms
No news has been received from the Town Office. Dan reviewed the select board minutes online for updates and it was not discussed in their minutes.
- c. Community Room Use Policy
Candace emailed Mike and members of the select board about concerns with the Use Policy, again. She has not received a response via email or telephone.
- d. Review Actions Steps from July 2015
- e. Photo Copier
The photo copier has been fixed by Chris Farnsworth, a thank you note was sent.
- f. Other
No other business was discussed.

7. New Business

A discussion was made on any outstanding non-profit community room use requests. The blanket waiver worked well for the month of August, especially when the Boy Scouts needed a last minute meeting room. It was requested that another approval be granted for September. The board agreed it is important for organizations to be able to use the space in a timely manner.

Motion: Moved by Dan to extend a blanket approval of any non-profit request for waiver of room use and security deposit fees as received by library staff through September 14, 2015, our next Board of Trustees meeting, seconded by Gary.

Motion carries.

8. Reports from Subcommittees

- a. Evaluation Process Subcommittee
Dan and Gary will meet with the Librarian August 10th following the board meeting for the evaluation.
- b. Policy & Procedures Subcommittee

9. Executive Session (if needed) – Not needed.

10. Date of next regular meeting, 9/14/2015 6pm at Georgia Public Library. Candace notes she will not be at the next meeting.

Motion: Moved by Gary and seconded Dan to adjourn the meeting at 7:03 PM

Motion Carried.