

Georgia Public Library
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Library Trustees
Margo Coy, Chair
Linda Cramer, Vice Chair
Mari Jo Hanbury, Treasurer
Elizabeth Duling, Secretary
Paula Ralston, Member at Large

Georgia Public Library
Library Trustee Meeting
Agenda – January 22 and 29, 2018, 6:30 PM

1. Call to order January 22nd – recess for weather – continue meeting until January 29th, 2017. Call to order at 630, all members present (except Mari Jo). Matt Crawford from Selectboard present. Jessica Denton from Friends present.
2. Matt Crawford present to update on budget – set aside 39k for lights and 10k for ADA updates. Town employed 50k from town budget for VISCC to come in and inventory all town buildings. Library will be first to be reviewed. Company will inventory and inspect library and come forward with a future plan. Moving forward with improvements to library.
Paula mentions various grants available for updating of public buildings.
3. Friends of Library Updates.
January 30th – all members meeting to recruit more people who would like to work in a leadership role
Silent auctions are going well
Pinned post on FB page noting that anything posted on Friends FB Page is view of Friends and not GPL
Liaison will be appointed after elections
4. Approve minutes of December 11th, 2017 meeting.
5. Librarian's report.
Many reports due in early January – still short staffed.
Annual calendar started for planning events, etc.
Looking for ways to improve clarity and closing loops on communication
Security – need some sort of security mirrors for viewing around corners, etc – priced out at 60-100 each, local community member will install
Motion to purchase four mirrors not to exceed \$400, money to be taken from Waste Water Treatment Facility funds donated at the end of 2017, moved.

Book donations – need to revise policy. Bridget proposes policy that we do not accept duplicate books, books that are not in like new or excellent condition and must be published in the last three years.

Bins for underneath picture books – at a critical place where we need them, will check with VOTEC and prison about building them.

Adopt an author program – library buys all books by single author, library patrons would make donation to purchase the books and be first on list to read when they come in.

Plowing – driveway not plowed on a Saturday recently at all, one patron was stuck at the bottom of the driveway

6. Treasurer's report.

Went in with a budget looking for 5% increase, met with selectboard – moved impact fees into budget for adult books to offset budget changes, received a little over 4% increase

7. Old Business - None

8. New Business

VT Certificate of Public Librarianship – condition of Bridget's employment to complete a cataloguing class, Bridget has been working on accruing credits and has signed up with VT Dept of Libraries to receive certificate

Need to move forward with filling vacancy – Bridget has drafted posting and proposes to revise position description to Library Assistant: Interlibrary Loan, and reclassify other position to Library Assistant: Outreach and Materials Processing

Motion to reclassify positions to Lead Library Assistant and Library Assistant and to post vacancy announcement on town website for period of two weeks, so moved

9. Set date for next meeting – February 12th, 2018.

10. Adjournment.