

Georgia Public Library
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Library Trustees
Paula Ralston, Chair
Linda Cramer, Vice Chair
Cindy Rutkowski, Secretary
Gary Deziel, Treasurer
Margo Coy, Member at Large

Trustee Meeting
August 20, 2018, 6:30 - 8:00 pm

Draft Minutes

Attending: Bridget Stone-Allard, Margo Coy, Linda Cramer, Gary Deziel, Paula Ralston, Cindy Rutkowski

Paula called the meeting to order at 6:30 p.m.

1. Margo made a motion to approve the minutes edited with corrections and Linda seconded, all voted to approve.
2. Librarian's Report:
 - a. A request was made by Essex High School to open the library earlier on Tuesdays as the school has early dismissal. After discussion, the board decided to deny the request and directed Bridget to let them know.
 - b. Bridget will be meeting with KAHO about cost and process for the library to transition to their system.
 - c. Discussion of evaluation format for the library director took place. Bridget to research what other libraries are doing. She will bring results to the September meeting.
 - d. Bridget will be taking 2 courses in Barre towards her certificate of librarianship.
 - e. Bridget will attend a 3-day course in Chicago during October on Computational Thinking. YALSA and COSLA are covering expenses for librarians.
 - f. Next week, Bridget will meet with State Library officials about renovations to other libraries to get some ideas for Georgia. Library officials will be visiting the Georgia Library on September 19th.
 - g. Results of the summer reading program – 110 children read 962 books!! 28 programs were held for 191 adults and 284 children. Children will be entered in a raffle to win a book, 20 books are available.
 - h. The Town building contractor met with Bridget and Mike McCarthy at the library. Lighting work should be done in a month!!

3. Treasurer's report

- a. 29% of the fiscal year remains, with 38% of library funds remaining.
- b. Adult books need to be expensed to impact fees.
- c. Gary proposed leasing a new copier, as the current one in use is 20 years old. Cindy moved to accept the proposal and Linda seconded, all approved. Bridget will include in the budget meeting with Amber on September 23rd.

4. Old business:

- a. Cindy has joined the Ad Hoc Building Committee. Other members are Matt, Mike, Paula, Bridget and the VIS consultant. One more select board member will be added and a member-at-large. Several names were proposed for the member at large, Paula will speak with them to see who might be interested and will let us know at the September meeting.
- b. Matt will check with Peter Pembroke to see when we need to engage with him.
- c. VTLCT will be holding a conference in October in Burlington. Librarians and Trustees are invited but it appears there might be only one session of interest. Bridget will check to see if we can attend the one session without paying a full day's fee.
- d. Policy 1.2.1 review – Bridget suggested wording that was more inclusive of who may use the library. She will check with other libraries about their language on this.
- e. Policy 1.2.2 review (hours open) – to be added: The Library Director will make decisions about emergency closings due to weather. Every effort will be made to publicize closings and should include the Georgia Town website, the library website, Facebook and Front Page Forum.
- f. Policy 1.2.3 (Governance) – Library Director to be replaced for librarian, “and Administrative” to be added between “functional” and “supervision”.
- g. Policy 1.2.4 (Use of Facilities) and 1.2.5 (Safety) will be reviewed at the September meeting.

5. The meeting was adjourned at 8:02 p.m.

The next meeting will take place on Monday, September 17, 2018, 6:30 to 8:00 p.m.