

Pettee Memorial Library Board of Trustees Meeting

Minutes for May 17, 2016

Present: Carolyn Palmer, *chair*; Louis Clark, *treasurer*; Meg Streeter, *secretary*, Karina Martin, Amy Swanson, Helena Queenie, Jennifer Razez, Tina Krampetz and Elizabeth McEwen (Friends of the Library)

Meeting called to order at 6:07 p.m. Carolyn asked if there were any additions or changes to the agenda. One change - there is no update on the electrical pole on the library lawn.

Under "public comments", Karina relayed a concern from a member of the public attempting to find a calendar on the library website... all agreed that the schedule should be - and usually is - on the website.

Secretary's Report: Minutes for April 5, 2016 were approved: moved by Louis, 2nd by Karina and so voted. Carolyn suggested, in response to an email from Helena about the minutes, that the librarians' reports be posted on the library website rather than editing them for inclusion in the minutes. A further suggestion was that the reports be posted on the website after the Board's meeting has occurred in case any changes/corrections are made. All agreed and Carolyn said she had spoken with Allison who said she can post the reports as planned.

Treasurer's Report: Louis presented his report (details below)
Cash available as of May 14, 2016: General Fund Checking - \$34,884.76; Revitalization Fund Checking -\$89,121.00; **Total Cash Available -\$124,005.76** Friends of the Library - \$4,633.90, Grants \$444.47; Endowment Funds - \$89,121.00, General Fund -\$29,806.39 **Total Cash Available - \$124,005.76.** Meg moved to accept the treasurer's report, Karina seconded and so voted.

There was a discussion of both Allison and Helena's reports - Allison was absent in order to attend the Vermont Library Association conference and Helena let the board know about all the upcoming events.

Elizabeth presented a memorandum of understanding signed by the Friends - the Board reviewed and discussed. Seeing that all was agreeable, the board voted to accept (Meg moved, Louis 2nd and so voted) and the memorandum was signed. (copy to go in minutes book)

The Board discussed the generous bequest from Alice Newton Smith and our wish to publicly acknowledge this gift - various ideas were presented: perhaps a plaque including her photo and history and also a press release. Carolyn and Meg offered to confer and bring a suggestion back to the Board at the next meeting. A kind note from Eliza Childs, a daughter of Mrs. Smith, was read.

Carolyn initiated discussion of the draft strategic plan with others commenting that perhaps some directives were too specific or needed clarification. Karina and Meg, who are on the

Strategic Planning committee, said that they would bring up the comments at the next planning meeting.

Carolyn brought up the possibility, initiated by an anonymous donor, of asking the town to buy the church building adjacent to the library which is now on the market for \$199,000. The donor is offering a \$25,000 contribution provided the library can raise funds to match that amount. A long discussion ensued about the library's needs, wants and expansion plans. No decisions were made other than to agree with Carolyn that library expansion should be on the town's list of capital projects.

Next Meeting: will be June 14, 2016 at 6 PM.

Meeting adjourned at 7:30 p.m. (moved by Meg, seconded Amy and so voted)

Respectfully submitted,

Meg Streeter, Secretary