

Pettee Memorial Library Board of Trustees Minutes
July 11, 2017

Present: Carolyn Palmer, Louis Clark, Jennifer Razee, Allison Maynard and Amy Swanson

Meeting called to order at 6:00. Additions to the agenda added before job description discussion.

No public comments.

Secretary's Report: Louis moved to accept the minutes of June 13, Amy seconded and so voted.

Treasurer's Report: Ending the year in the black. Did not get e-rate. That would have put us under budget for internet and telephone. Cash available: \$16,995.38; Revitalization Fund Checking: \$67,644.95; Total Cash Available: \$84,640.33; Friend of the Library: \$3768.40; Unexpended Grants: \$644.27; Endowment Funds: \$67,644.95; General Fund: \$12,582.71. Amy moved to accept the report, Carolyn seconded and so voted.

Librarian's Report: Good attendance for book clubs. \$700 in donations from the Jazz Festival. Story Walk discussion: perhaps we could have stories on the lawn and walk somewhere in town. Next story time possibly on July 24. Summer Reading Program: advertise at TVES and Rec. Program at the old high school.

DVD Collection discussion.

Carolyn suggested advertising library events in the windows of her empty store.

Alarm company will receive a new list of approved people.

Helena will be paid for DCF luncheon. Carolyn apologized for the mix-up regarding payment.

Youth Librarian Description discussion. Allison will advertise position. Louis moved to approve description as amended, Amy seconded and so voted.

Meeting adjourned at 7:10. Louis moved to adjourn, Carolyn seconded and so voted.

Respectfully submitted,

Amy Swanson