

Library Board Meeting
Feb. 9, 2015, 7 PM, Library Meeting Room
Agenda

Attendees: Laurie Colgan, Susan Green, Liza Earle-Centers, Annie Reed

Absent: Grace Gouge

Time Assigned	Item	Discussion	Follow up Required
5 mins.	Approve agenda	Approved.	
5 mins.	Rich Phillips--Questions/ brainstorming regarding Rich's emailed proposal	Rich is working towards having a collaborative meeting between town committees to work together towards reaching more people in local climate change efforts. We discussed having some prizes or a potluck to make the meeting more enticing to folks.	We're interested in going, depending on the date. Rich will email us invitations, perhaps using a meeting planner like doodle or meetingwizard.com
10 mins.	Review minutes and to-do's from last meeting	Reviewed.	Susan will contact Tracey McNaughton at Twinfield for ideas for teen programming.
10 mins.	Iain MacHarg Concert planning for Feb. 15		Grace posts it on FB. Liza can do FPF posts. 2-6 pm Liza and Susan will be available. Annie will email the friends and have any who can help RSVP to Liza, saying if they'd rather set-up or clean-up
10 mins.	Town meeting preparation	We've passed out surveys (on chairs) or hand-outs in the past. Usually we have a slide show. Display board needs updating. Patron Picks photos will replace this if Delia can get them together in time. Josh has sent Susan an email resignation, so we need to find someone to fill that seat.	Have blank copies of the Patron Picks out for people to fill out. Susan will see if we can order 250 magnets and get them by town meeting day. If not, we'll just order 100. Susan will see if Delia can finish the portraits for Town Meeting. If Susan buys a display board, Laurie will set-up photos that Delia has ready.

			Liza and maybe Grace will work on getting photos together for slideshow. Annie will nominate Laurie for continuing her position. We'll think of who might want to fill the vacant position.
10 mins.	Librarian's report	Numbers are all up in patron usage, programs and circulation.	
10 mins.	Budget	Bobbi has been away on vacation, so there's no print out of this month's numbers. Susan says we're doing fine for the start of the year.	
5 mins.	Volunteer luncheon debrief	What worked well? It was wonderful in everyway. We liked having pairs introduce each other (despite a couple people resisting it). The food was amazing--good team effort. Especially Laurie's desserts! What would we change for next time? Group photo, name tags.	
5 mins.	Privacy screens for computers. Josh will report on his research.	Josh sent Susan information on privacy screens for the computer. They are about \$100 each though. We'll table it for future discussion.	
5 mins.	Susan will report on Vermont On-line Library usage and Listen-up Vermont usage by patrons	Susan has been trying to get in touch with the state re: these numbers. No one, even in the Tech Support Dept., seems to know how to find these numbers.	Susan has a number for a man at Middlebury College who has figured it out. Susan will pull the Listen-Up VT bill until we can determine what the patron usage is. It is \$401 each year. Let's check in next meeting.
10 mins.	Annual appeal	Our total from last year's annual appeal was: \$1400, so that is a total of about \$640 raised after	

		mailing expenses. Laurie had the idea of working towards it for the summer rather than end-of-year. Having it at the summer concerts would reach people from other towns. We could do a thermometer of what our goal is. We would still mail it out, but we could also have it at summer events on tables. Liza talked about wanting to do a small fund drive just within playgroup for the spring... maybe April or May? Get the loyal attendees to give a small amount ... just a brainstorm.	
5 mins.	Possible secretary position?	We'll discuss this at our March meeting when we have a new person on the board.	
20 mins.	Policies for review : wireless policy and room rental (insurance part),	We revised our wireless policy to make accomodations for a staff health issue. We updated the meeting room usage policy.	Susan will write up a sign to post in the library re: wireless policy. Susan will update the address and capacity numbers on the official policy for meeting room use.
5 mins.	Proposed agenda for next meeting on Mon. Mar. 9	Approval of agenda, approval of minutes, Librarian's report, budget, welcome new member, Listen-Up Vermont numbers, review computer use policy	Susan will prepare a new packet. Liza will make some type of nurturing snack.