

Groton Free Public Library

1304 Scott Hwy

Groton VT 05046

August 6, 2018

The duly warned meeting of the Library Trustee's August 6, 2018 was held at the Groton Free Public Library, 1304 Scott Hwy Groton VT 05046.

Attendance for the meeting:

Jim Burke , Peggy Burgin, Alissa Smith, Debra Tinkham, Jodi Fleurie-Wohlleb, Torie Peters, Luisa Lindsley

7:00 pm Meeting

- Alissa called the meeting to start at 7:05 pm
- Luisa said she wanted to add a building related concern to the agenda
- Debra moved to accept the minutes from the July meeting.
Approved.
- Alissa moved to accept Torie Peters as a new Library Trustee.
Approved. She will act as secretary.

Treasurer's Report

_____ Jim listed the current financial standings of all library bank accounts. He also went over recent deposits and purchases being made to and by the library.

Jim will ask Lisa Hart, town treasurer, about an unknown deposit made to the library in June.

Luisa gave insight regarding recent grant money that was given to the library so that certain programs could be held.

Luisa said that the **Groton Community Club** made a donation to the library in the amount of \$500 that will go towards future programs.

The representatives of the library would like to thank the Groton Community Club for their generous donation! It will be put to good use as the library finds new programs to be held for the public.

Torie will write and send a proper thank you for the group.

Discussion was held about obtaining the master list from previous Annual Appeal fundraisers for organizational and informational purposes.

Jodi suggested giving recognition to the businesses that donate to the library when funds are used for public events or gatherings.

At Luisa's request, Jim will create a list of bank account totals so that members can see all figures in one document.

Jim will review accounts and renewals with Lisa.

Friends Report

_____ Jodi commented on the success of the fundraiser put on by the Friends of the Library, regarding the Zookeeper's event. Luisa reiterated how helpful the Friends have been concerning the success of many of the library's events.

Thank you, Friends of the Library!

Jodi asked for suggestions on where the group can store book donations received for their annual book sale. They are not allowed to stash in certain areas of the library. Debra suggested looking into space at the community building, such as on the stage.

Zookeeper Concert Cleanup

_____ Discussion was held regarding a complaint about the trash left at the community building and it was decided that next time an event is held at that location, that guidelines would be requested so as to make expectations clear and minimize conflict. Discussion was also held about recent partnership with Artesano Ice Cream to share a percentage of profits at the Zookeeper events and possibly at future events such as Banjo Dan.

Banjo Dan

_____ Alissa said an anonymous donation came in that is to be put toward the Banjo Dan concert being held in town on September 1st. Historical Society is requesting a total of \$150 for this event.

Debra moved to donate \$100 to the Historical Society for this event and to go with the anonymous donation. Approved.

Jodi will ask the Friends about having volunteers to be at the library during this event so that people may have access to the bathrooms.

- Discussion of a bake sale
- And/or beverages for donations

Annual Librarian Review

_____ Alissa has the librarian review. Alissa will scan it and email it to the board so that it can be looked over ahead of time and voted on next meeting.

Librarian Report

_____ Luisa discussed weekly events held and to be held at the library including story hour, rock painting and a workshop with Mr. Montague.

Luisa said the library received the state grant for free books so that people may participate in the Vermont Reads event.

Luisa asked about creating an easier way for volunteers to be reimbursed for shipping interlibrary loans.

Jim will ask Lisa about getting a prepaid card to leave at the post office for volunteers to use instead of their own money.

Debra moves to purchase a gift card in the amount of \$100 to be left at the post office and be used for interlibrary loans. Approved.

Rural Edge

Luisa said she is concerned about porch door and wants to ask town about how to get maintenance done by Rural Edge. Debra will talk to the town select board.

Discussion was held about giving definition to the responsibilities and levels of involvement between the trustees, the director and the town regarding the library building itself.

Comments Regarding Last Meeting Discussion

_____ Debra will write up a statement saying that based on a lack of paperwork categorizing the library, the library will be moving forward and claim themselves to be a town library. Debra will bring this statement to the next meeting.

Luisa will look for printed copies of library trustee manuals and procedures and bring any she finds to the next meeting.

Debra will contact Kirstin, who she thinks has digital copies.

Future meetings will consist of going through procedures to refresh and inform members.

Meeting adjourned at 8:40 pm.

Alissa temporarily reopened meeting to vote on what to do with a savings account that is up for renewal.

Alissa moved to let Lisa know to renew savings account and keep it the same. Approved.

Jim will contact Lisa with update.

Meeting adjourned 8:45 pm.

The next meeting will be held on **October 1st**. There will be **no meeting in September**, due to the Labor Day holiday.

Respectfully submitted

Torie Peters, Library Secretary