

**Lydia Taft Pratt Library
Trustees Meeting
August 24, 2017**

DRAFT

Present: Sue Kern, David Patriquin, Barbara Clark

* Torrey was unable to attend. The minutes were typed up by Torrey from notes by Sue.

Sue called the meeting to order at 4:20p.m.

Approval of Minutes:

Dave made a motion to approve the August 3rd minutes as written and Barb seconded the motion. The motion passed unanimously and the minutes were approved.

Treasurer's Report:

Warrant:

Dave made a motion to approve the warrant, dated August 24,2017, and Barb seconded the motion. The expenditures, which include the second half of the rental fee to the Community Center, totaled \$1,523.22 and the income (from donations and book bag sales) totaled \$50. The motion was passed unanimously and the warrant was approved.

Second Rent Payment: As listed above, the second rent payment was approved for payment to the Community Center. The cost was \$1,100.00 for FY 2016-2017.

Librarian Report:

As Karen has taken another librarian position, while still working on Tuesdays until her position is filled, Karen was unable to attend the Board meeting. Karen communicated with both Sue and Torrey to relay her report. Karen let the Board know that she had ordered and received a copy of Roberts Rules of Order for the library, per the Board's request. Also, Karen had left a key to the green file cabinet as that will now be a location for the Board to keep Board and library information. Karen also explained the income from the warrant, labelled "petty cash," as money she received from the donation basket and book bag sales.

Old Business:

Better World Books contract:

Dave made a motion to approve the Better World Books contract. The company, Better

World Books, will be accepting the remaining boxes of donated books from the May Geranium Festival Book Sale. Barb seconded the motion and the motion was approved unanimously.

Carpet Cleaning:

Due to lack of potential help moving furniture for the carpet cleaning, there was renewed worry about the September 1st cleaning appointment. Barb will be checking with Jean for additional information.

Hiring New Librarian:

Sue reported that the hiring committee, consisted of Sue and Torrey, will be meeting with a candidate tonight, after the Board meeting.

Community Center Rental Agreement:

Barb made a motion to approve the Community Center rental agreement for 2017-2018 and Dave seconded the motion. The motion was approved unanimously.

New Business:

Trustees and Friends Annual Conference:

Torrey was interested in attending the November 4th Trustees and Friends Annual Conference in Burlington. While the other Board members are unable to attend, Dave motioned to approve reimbursing Torrey for milage and other appropriate expenditures while attending the event. Barb seconded the motion and is was unanimously approved.

Resignation of Board Trustee, Melissa Worden:

Due to Melissa's new full time job, she was unable to continue her position on the Board and submitted her resignation. The Board thanked Melissa for her service and Dave made a motion to accept her resignation, with regret. Barb seconded the motion and it was approved unanimously.

Filling Vacant Seat on Board:

There are currently no candidates. Barb's possible candidate is currently unable to accept a position.

Barb made a motion to adjoin the meeting and Dave seconded. The motion passed unanimously and the meeting adjourned at 5:22p.m.

Submitted Respectfully,

Torrey Luker

