

Rochester Public Library Meeting Minutes
April 14, 2015

Meeting called to order at 5:35 PM

Members Present:

Trustees - Tony Goupee, Mary Sue Crowley, Barbara Shenton, Jola Labejsza and Lynn Moltz

Librarian – Jeannette Bair

Guests: George Moltz, Michaela Sterling and Liana Sterling

Public Communications/Comments: George shared how the junior class thought having the prom at the library was a great idea. Liana said that many if not most of their class have never been to the library and this would be a great way to get them in the door. Decorating will be minimal because of the beautiful space. We discussed limiting ticket sales to meet the fire code on the second floor. They plan to place moveable wallboards around historical artifacts since they will not be using that half of the Grand Hall. Food will be on the first floor. There will be chaperones and Mark Belise, police constable, will be overseeing the event.

Board Communications/Comments: Barb mentioned that Doon Hinderyckx, Selectboard member, called with concerns of the upstairs capacity limit of 49 people if holding the prom at the library.

Secretary's Report:

Motion was made to approve March minutes as presented. All in favor.

Action Items:

Action items completed except questions on insurance coverage by town and lighting options for original first floor space.

Tony brought carpet samples for the front hall and a picture of a rug option for the children's room. Tony will get quotes for carpet on the stairwell and the option we picked for the entry.

Treasurer's Report:

Barbara shared the new report showing the investment accounts split out clearly in the Asset section.

Capital Campaign Account currently has \$12,881.32

We have a credit with CV Oil has of almost \$4,500 for this past season. We had doubled the past amount to cover the heat to second floor.

Barbara is preparing a comprehensive report of how much we paid for the construction project. She will break it down by vendor.

Motion was made to approve the Treasurer's report as presented. All in favor.

Librarian's Report:

Circulation Statistics on an upward trend.

Building maintenance - Back door still not closing correctly.

Web page looks great.

Jeannette will be attending library conferences 4 days in May.

Jeannette shared a statewide library statistics report of towns our size.

The Vermont Historical Society is sponsoring a series of meetings around the state on a collection of stories from the '70's. Jeannette has thought to invite our historical society to join in for a similar type a program.

Someone wants to donate 3 steel shelving units but they are in Boston. They would be willing to meeting in the Manchester/Concord area.

Vacuum cleaner is fixed. Jeannette will buy a shop vacuum for pre-vacuuming to avoid ruining the new vacuum motor.

We received a grant for our summer reading program. Amy Braun will be the coordinator this year.

Motion was made to approve the Librarian's report as emailed and presented. All in favor.

Old Business:

Strategic Planning –Plan to discuss more details of an informational meeting for the public and set up a timetable at next meeting.

Budget discussion Line items will be outlined by Jeannette at next meeting.

Capital Campaign Funds- We will start with the following items:

Folding chairs for programs (12) - \$300

Wood schoolhouse side chairs (4) - \$600

Indoor painting – (\$1200)

Window Shades - \$3,000 (VT room, Children's room, workroom)

Entry way carpet and stairwell carpet – Tony will get quotes

Rug for Children's room

New Business:

Policy review this month is Park & Museum Pass Policy. Changed the return of pass to a one-week loan with a return as soon as possible if not using. Motion made to accept policy with change. Approved as presented.

Action Items:

Jeannette will contact Larry regarding the Occupancy Permit.

Barb will contact Larry regarding construction costs for her comprehensive report to keep on file at the library.

Lynn will pick up ice cream at B & J on June 18th for the Father's day event on June 21st at 6PM on the Park Gazebo for the summer reading kick off.

Lynn will contact Doug regarding the back door not closing properly.

The Breu donations will go toward book purchases and a gift plate will go in each book purchased.

Barb will convey to Norm that the incorrect monthly meeting time is showing on our website.

Tony will contact Susan Barron regarding her gift of table and chairs and arrange pick up.

Next Meeting: May 12, 2015

Meeting Adjourned at 7:46 PM

Respectfully submitted,

Lynn Moltz
Secretary