

Rochester Public Library Minutes

December 16, 2014 - Postponed from December 9th due to weather.

Meeting called to order 5:35 pm

Members Present:

Trustees – Barbara Shenton, Mary Sue Crowley, Lynn Moltz and Jola Labeszja
Librarian – Jeannette Bair

Public Communications Comments – No public comments

Board Communications Comments – No board comments

Secretary's Report:

November minutes were approved as published.

Review of action items:

Most action items completed. Some are ongoing.

Treasurer's Report:

Librarian requested to receive budget reports before meeting and treasurer agreed to supply them in advance.

Jeannette has concerns and is not comfortable with the current budget and projections for heating the building – we have 100% more space to light and the increase in the electricity budget went up only 18%. Expenses are understated.

Librarian's Report:

~Circulation is down but usual for this time of year.

~On going programs on Tuesdays: Rug hooking with Burma Cassidy, bridge club and crochet class.

Jeannette spoke with Jake Wildwood about doing music events in the Grand Hall.

~Bob Stannard – *How to survive the recession* will do an author event Jan.13th

~Jeannette brought attention to thermostat issues on the second floor, condensation issues on storms, ramp access, bookcase secured to wall, hole in closet and internet data lines.

~Jeannette estimates it costs less than \$100 to run lights upstairs from November to March.

~Jeannette will take Dec 23, 27, & 30th as vacation days.

Motion made to approve the Librarians report as presented. All in favor.

New Business:

Discussion on grant for library's website. Norm Christianson would be willing to change to new wordpress format that is better for phone viewing. The

administration and updating of program needs to be minimal for Jeannette.
Motion made to accept grant for Vermont digital economy project.

Discussed using bookcase along back wall in Grand Hall as book sale space.

We will pursue two volunteer work weekends to Sealing/painting floor and walls in basement and building new bookshelves.

Discussed option for the Adopt an Author program display location.

Fundraising ~New list of contributions handed out.

Dept of Libraries will come help do our long range planning in 2015.

Policy review

“Facility and Equipment Use Policy “ Motion made to approve revised policy. All in favor.

“Cardholder rights and responsibilities” Motion made to approve policy. All in favor.

Other:

All reports especially Librarian’s and Treasurer’s will be emailed to Trustees prior to the monthly meeting.

Barbara suggest a plaque be put under Mrs. Kirkpatrick’s picture in the Vermont Room to recognize her interest in the library. All in favor.

Action items:

Jola will contact Larry to inquire about the town insurance policy, CAB final invoice, will Jim Harvey repair west window, ramp access in winter months, sand delivery, and handicap parking spot.

Tony to report on front entry options next month.

Lynn will re-email forms to Jeannette for printing and filing in the office.
Lynn will send thank you notes for annual appeal.

Jeannette will ask town office about exterminator.

Jeannette will coordinate a Tuesday meeting with Dept. of Libraries.

Jeannette will speak with MaryAnn Martin for information on Wing & Kirkpatrick.

Barb will provide proper Budget for people to review.

Barb will arrange for Norm to talk with Jeannette about new website grant

All will look for volunteers for basement workday.

Next Meeting: January 13, 2014 at 5:30 PM

Executive Session:

Postponed to next month's meeting.

Adjournment: 7:32 PM

Respectfully submitted,

Lynn Moltz, Secretary