

Rochester Public Library Meeting Minutes
May 10, 2016

Meeting called to order at 5:34 PM

Members Present:

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

Public Communications/Comments: Patron spoke with Barb regarding her only being allowed to check out one book. Trustees have given librarian authority to decide how many books a person may check out if they have a bad credit history with returning books. The person was also not a Rochester resident. It was suggested not to discuss town business with town officers during their personal off time.

Board Communications/Comments: Trustees are pleased with the changes and rearranging of items the Historical Society made to the upstairs space! Time cards will need to be signed before the deadline – Thursday before the last Monday of the month, Jeannette will drop off cards at the Town office. Jeannette will send email to remind Jola to sign them. (Mary Sue is back up signer).

Secretary's Report:

Motion was made to approve the April 12th minutes. All were in favor.

Action Items:

Action items were completed.

Treasurer's Report:

Library will give a \$50 donation to the Preservation Trust of Vermont for their assistance with our completed building project.

It was decided to use Capital funds to pay 2 people to move books when the new shelving is delivered.

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

Librarian's Report:

Jeannette will attend the Vermont library conference on May 18th.

We will hire Lubeck to put in a light in basement and rewire the fire shut off switch for the furnace.

Kurt Mitchell has given an estimate for repainting exterior first floor 3 sides. Jeannette will discuss the price options with him.

Jeannette called the glass company again to fix the upstairs west window.

Consultant encourages trustees not to send library business documents from their personal email.

Jeannette is waiting on a response from town regarding workman's compensation for single day work projects.

Motion was made to approve the Librarian's emailed report with additional items as presented. All were in favor.

Old Business:

First shelves are arriving in June and the second section of shelves will be installed in September.

New Business:

Motion made to approve the credit card policy as presented with one revision. All in favor.

Action Items:

Jola will call town office to get Library trustee on the sidewalk committee.

Trustees will attend June School board meeting regarding cooperative community/school libraries.

Jeannette will see if there are other dates for the Randolph craft bus.

Jeannette will set up a library email for Trustee use.

Jeannette will set up clipboard for credit card check out/return.

Jeannette will call Lubeck for approved repairs.

Next Meeting: June 14, 2016

Meeting Adjourned at 7:05 PM

Respectfully submitted,

Lynn Moltz
Secretary