

## Rochester Public Library

### Board of Trustees

#### Meeting Minutes – Monday, Sept 26<sup>th</sup>.

1. **Meeting called to order at 5:35. In attendance – Doreen Jones, Barbara Shenton, Toni Goupee, Jeannette Bair, Sandy Lincoln, Kelly Kelly (chair)**
2. **Meeting Minutes from July – Presented, reviewed and unanimously approved.**
3. **Old Action Items –**
  - Kelly Kelly, Cody's bill – done
  - Northfield Draw as approved – done
  - More obvious mask sign at entrance – done
  - Email response to Patron concerning bathroom – done
  - Request to town for copy of town ordinances for general reference – done
  - Back Porch cleaning – Larry Plesent to do the work with use of neighbor's hose. – connections made but work still not done.
  - Friends Annual Meeting – Doreen is our liaison to the group, which met and subsequently the 990 form was submitted. The Group helped work the harvest fair, collected donations, promoted the library of things, etc.
  - Tables, chair, kids room shelves – all done. Thank you, Tim McDonald
4. **New Action Items –**
  - \* **Sandy – to solicit sample strategic plans via Vermont State Libraries website, other libraries. General agreement from the board. Add to next agenda**
  - \* **Sandy – reconnect with Jim Brown on that outdoor sign! Bolder lettering, hours, frame, etc.**
  - \* **Jeannette – Make copies of town ordinances so said documents can be available for both trustee and patron reference.**
5. **Treasurer's Report – As written – Motion to accept, seconded, unanimously approved**
6. **Librarian's Report –**
  - \* Circulation up, especially with library of things.
  - \* Art on Loan Collection – Jeannette has been soliciting local artists to donate a work of art to the library to build a collection that will be available to patrons to borrow. Clare Walker-Leslie, Linda Schneider, Caroline Tavelli-Abar – to name a few – have all agreed to participate. Jeannette shared some ideas about installation - including the installation of a special molding to accommodate hanging paintings upstairs. Estimated \$500 in materials and more for labor to install. Jim Harvey can do it late fall/early winter, Barb motions we proceed with this installation as discussed and pay with funds from the annual campaign. Doreen seconded. Unanimously approved.

\* Speaking of art, the library has two Otto Neupert paintings of note. Apparently, he had a local connection to Rochester when living here in the late 1960's. Who was he? Is the art valuable?  
**New Action item - Doreen will look into it.**

\* Congratulations on successful, ongoing and active library programming over the summer and continuing into the fall season.

\* Recent Insurance Inspection. Fire Alarm System – done. Jeannette will ask Mark Alexander to help with the other 3 items of note – Basement Shelving to be secured, Stairwell lightbulb needs replacing, and the threshold step between furnace room and the main storage rooms basement needs to be marked with a safety color to be more noticeable.

\* Motion to accept Librarian's Report as submitted. Seconded. Unanimously approved.

7. **Personnel Policy Review** – Agreement to restructure librarian compensation from a salaried position to an hourly wage. Motion is made, seconded and unanimously approved.

**New Action item – Jeannette and Barbara will work on a draft of a revised personnel policy and submit for approval at the next regular Board of Trustees meeting in November.**

8. **Budget Meeting scheduled for Tuesday, October 11<sup>th</sup>, 5:30 pm.**

9. **Meeting adjourned – 7:03 pm.**