

**Vernon Free Library Board of Trustees  
Tuesday, March 21, 2017  
Regular Meeting Minutes**

**MEMBERS PRESENT:**

Janis Pereira, Chair  
Kathy Korb, Vice Chair  
Bronna Zlochiver, Secretary  
Melissa Ferris

**OTHERS PRESENT:**

Kris Berberian, Library Director

**ABSENT:**

Julie Ball

**GUESTS:**

Brandy Brow  
Jim Bellville  
Ellen Hardy

**REGULAR MEETING**

Janis Pereira, Chair, called the March 21, 2017, regular meeting of the Vernon Free Library Board of Trustees to order at 4:32 pm.

**PUBLIC PARTICIPATION**

None

**AGENDA ADDITIONS/CORRECTIONS**

Under New Business, Janis asked that Changes to Bylaws bechanged to Changes to Policies.

**APPROVAL OF MINUTES**

**A MOTION WAS MADE BY KATHY KORB TO ACCEPT THE MINUTES OF THE FEBRUARY 8, 2017, VERNON FREE LIBRARY BOARD OF TRUSTEES' REGULAR MEETING AS WRITTEN. MOTION SECONDED BY BRONNA ZLOCHIVER. MOTION CARRIED 4-0. MELISSA FERRIS ABSTAINED.**

**A MOTION WAS MADE BY KATHY KORB TO ACCEPT THE MINUTES OF THE FEBRUARY 28, 2017, VERNON FREE LIBRARY BOARD OF TRUSTEES' SPECIAL MEETING AS WRITTEN. MOTION SECONDED BY BRONNA ZLOCHIVER. MOTION CARRIED 4-0. MELISSA FERRIS ABSTAINED.**

**LIBRARY DIRECTOR'S REPORT/FINANCIAL REPORT**

Kris Berberian reported that the budget is at 68.3% after 36 weeks into the fiscal year. This is right on schedule.

The Reserve Fund (donations) has \$5,663 in it currently plus \$994, which was deposited on March 15, 2017. The total in the fund now is \$6,757.

Trustee orientation will be scheduled.

Volunteer coverage needed possibly for Thursday, March 23, 2017, from 1 to 6 pm (Bronna volunteered) and Saturday, March 25, 9 am to 12 noon (Janis volunteered). Jean is out sick and may not be back in time to work this week. Volunteer coverage is needed for Saturday, April 1; Saturday, April 15; Saturday, April 29 (Janis), from 9 am to 12 noon.

The Capital Plan: The \$5,000 in the Capital Plan for book bins for the children's area of the Library was approved at Town Meeting. This money will be available July 1, 2017 and must be spent as approved for the book bins in fiscal year 2017-2018.

There is a patron who has not returned approximately \$144 worth of videos and books; this person has been arrested and a court date has been set for April.

Janis recognized the work done by June Courtemanche, library assistant, in managing the book and DVD sale in the Town Office Building lobby.

### **OLD BUSINESS**

Volunteers: Kris told Trustees that she and Jean staff will work on organizing tasks and training for volunteers.

### **NEW BUSINESS**

#### **SELECTION OF OFFICERS FOR 2017-2018 LIBRARY BOARD OF TRUSTEES**

**A MOTION WAS MADE BY JANIS PEREIRA TO NOMINATE BRONNA ZLOCHIVER TO BE CHAIR. MOTION SECONDED BY MELISSA FERRIS. MOTION PASSED BY 4-0.**

Election of Vice Chair and Secretary was tabled until the April 19, 2017, regular meeting of the Trustees.

Trustees set regular meetings to be held on the third Wednesday of each month at 4:30 pm in the Library.

Changes to Policies: Trustees discussed changing the number of Trustees be increased from 5 to 7.

Kathy Korb announced she is considering resigning from the Board of Trustees.

Longer-term Planning: Trustees discussed fund-raising ideas. Melissa, Kathy, Jim, and Ellen are willing to form a committee to plan fund raising activities.

**A MOTION WAS MADE BY MELISSA FERRIS TO GO INTO EXECUTIVE SESSION. JANIS PEREIRA SECONDED. MOTION PASSED BY 4-0.**

Trustees went into Executive Session at 5:25 pm.

Trustees returned from Executive Session at 5:51 pm.

### **EXECUTIVE SESSION**

No decisions were made during Executive Session.

Approved as written by  
the Vernon Free Library Board of Trustees at  
it's April 26, 2017, regular meeting

Kris Berberian has not officially given her notice of resignation though she told Trustees that she will work to the end of the 2016-2017 fiscal year (June 30, 2107).

Trustees discussed accepting the 2017-2018 budget approved at Town Meeting and taking \$1,368 from either our fund balance or reserve fund to help defray expenses.

**A MOTION WAS MADE TO ACCEPT THE 2017-2018 BUDGET AS ADOPTED AT TOWN MEETING WITH AN ADDITIONAL \$1,368 TO BE TAKEN FROM EITHER THE LIBRARY'S RESERVE FUND OR FUND BALANCE WAS MADE BY JANIS PEREIRA. MOTION SECONDED BY BRONNA ZLOCHIVER. MOTION PASSED 4-0.**

**ANNOUNCEMENTS/INFORMATION**

The next regular meeting of the Library Trustees will be Wednesday, April 19, 2017, at 4:30 pm in the Library.

**A MOTION WAS MADE BY BRONNA ZLOCHIVER TO ADJOURN THE MEETING. MOTION SECONDED BY MELISSA FERRIS. MOTION CARRIED 4-0.**

**MEETING ADJOURNED AT 6:28 PM.**

**Respectfully submitted,  
Bronna Zlochiver  
Recording Secretary**