

**Vernon Free Library Board of Trustees
Regular Meeting Minutes
October 10, 2018**

MEMBERS PRESENT:

Bronna Zlochiver, Chair
Ellen Hardy
Joanne Leveille
Janis Pereira

OTHERS PRESENT:

Jean Carr, Library Director

MEMBERS ABSENT:

Ruth Kibby, Vice Chair

GUESTS:

Rita Mudd

REGULAR MEETING:

Bronna called the meeting to order at 4:33 pm.

PUBLIC PARTICIPATION:

None

CHAIR'S REMARKS:

Bronna welcomed everyone to the meeting.

ADDITIONS/CORRECTIONS TO THE AGENDA:

None

APPROVAL OF THE MINUTES:

- ❖ **A motion was made by Bronna to accept the minutes of the September 19, 2018, regular meeting of the Vernon Free Library Board of Trustees as corrected. Seconded by Janis. Carried 4-0.**

LIBRARY DIRECTOR'S REPORT:

- ❖ Budget: FY 2018-2019: We're at 21.9% of the fiscal year and spending is at 20.21%.
- ❖ Cookbook: The cookbook has gone to the printer. Two hundred and forty-four copies will be printed.
- ❖ **A motion was made by Ellen to close the Vernon Free Library on Saturday, October 13, 2018, at the discretion of the Library Director due to refinishing of the floor of the lobby of the Town Office Building. If closed, staff will be compensated for lost work time. Seconded by Joanne. Carried 4-0.**

OLD BUSINESS:

- ❖ Fundraising Update:
Cook book: See Library Director's Report for this update.

- ❖ Planning Process Questions for Town Residents: Janis reported on her conversation with Lara Keenan.
- ❖ 2018 Fundraising Appeal: Ellen reported on her progress organizing the mailing list and requested help writing the content for the appeal. Bronna and Joanne volunteered.
- ❖ FY 2019-2020 Budget: Trustees discussed the proposed budget, which includes an estimated increase to the insurance line item and an increase to the minimum wage line item.
- ❖ FY 2019-2020 Capital Plan: The Library is not making a request for funds from the Capital Plan.
- ❖ Library Director's Job Description:
A motion was made by Bronna to postpone discussion of the Library Director's job description. Seconded by Ellen. Carried 4-0.

NEW BUSINESS:

- ❖ Library Articles for 2019 Town Meeting: Bronna volunteered to write the articles for the Annual Report for the Year Ending 2018.
- ❖ New Fundraising Opportunity: Brattleboro Co-op: Bronna reported that the Library has been selected for the Brattleboro Co-op's Bag-a-Bean Program.

EXECUTIVE SESSION:

None

ANNOUNCEMENTS/INFORMATION:

- ❖ The next Trustees' meeting will be Wednesday, November 14, 2018, at 4:30 pm

MEETING ADJOURNED AT 5:45 PM.

Respectfully Submitted by

Janis Pereira, Recording Secretary