

Blake Memorial Library Board Meeting
8/20/19
Unapproved Minutes

Members present: Anne McKinsey, Jane Conner, Hillary Dudenhoeffer, Miranda Moody Miller, Shirley Montagne, Library Director Christiane Carroll and assistant Kimberly Hotelling. Absent: Linda Weiss

The meeting began at 6:45 PM

1. Shirley motioned to approve the minutes and Anne seconded.
2. Board Vacancies
 - a. Miranda motioned to make Shirley Treasurer with the help of Lisa Locke. Jane Seconded.
 - b. Miranda will be Secretary
 - i. The President is responsible for making an agenda and then sending it the agenda to the secretary. The secretary needs reports from committees by the Wednesday before a scheduled meeting in order to consolidate reports and send the agenda and reports as one email.
 - ii. There was discussion about posting the agenda before the meeting to be in accordance with the VT Open Meeting Law (which we follow in good faith but are not obligated to).
 - c. Anne will post to the listserv once per week looking for new board members.
3. There was discussion of transparency of committees, and feel of the library. It was decided that the new policies addressed these issues as well as the strategic plan.
4. Treasurer's report was unavailable.
5. The Personnel committee shared their report.
 - a. We are delighted that Christiane has agreed to stay.
 - b. The personnel committee has yet to get a compiled review to Christiane from the previous personnel committee.
 - c. Personnel committee will review extended leave, grievance and Board self assessment policies to ensure the incorporation of recent changes.
6. Governance committee
 - a. Jane has made a spreadsheet of the policies and agreed to share the spreadsheet
 - b. The patron code will include that guns are not allowed as well as vaping, cannabis, and all tobacco products.
 - c. The (unattended) children policy needs to be changed to remove any liability. We will use the Haverill library as an example. We care about children and want children to come to the library but cannot be responsible for their safety or behavior.
7. Shirley motioned to accept the IT, Buildings and Grounds, ILL and Patron policies as amended. Miranda seconded. The ILL will be approved pending Linda's approval.
8. Renovation Committees gave reports

- a. Jane reported that the book culling process is pretty well finished.
 - b. Anne will ask Linda about the spreadsheet for non-book items up for culling
 - c. Shirley reported that interior design has been changed to not have hanging lights
 - i. The budget is short due to not earning the VT Council of Arts grant
 - ii. Shirley is currently applying for another grant from VT Community Development.
 - iii. Dick Kelly said that the town is likely to approve the Corinth Town Plan. There will be a hearing September 5th. All are welcome.
 - iv. There was a concern over bid timing and getting a contractor. Shirley will check with Jay and or other libraries with recent renovations.
9. Jane motioned to accept the Library Director's report. Miranda seconded.
 10. The fundraising committee is having a plant and bake sale this coming weekend. There will be a book sale September 7th and 8th.
 11. Miranda motioned to accept the Buildings and Grounds report. Jane seconded.
 12. Jane motioned to accept the Technology report. Shirley seconded.

The meeting adjourned at 8:28 PM