

Grand Isle Free Library Minutes

June 10, 2019

I. The meeting was called to order at 6:32 pm

Board Members Present: Karen Allen, Colleen Bushway, Howard DeMars, Glenda Leake and Kate O'Neill

Library Director: Rhonda Richard

Community Member(s) Present: AnnaMarie DeMars (Selectboard liason)

Matters to Amend Agenda: None

II. Secretary's Report

Minutes of the April, 8, 2019 meeting: Copies of the meeting were available to the board for review. Howard moved to accept the minutes as written, Kate seconded the motion. There was no discussion. The minutes were passed with four trustees voting in favor, Glenda abstaining as she was not in attendance of that meeting.

Minutes of the May 13, 2019 meeting: Copies of the meeting were available to the board for review. Colleen moved to accept the minutes as written, Glenda seconded the motion. There was no discussion. Passed unanimously.

III. Treasurer's Report

Colleen discussed the Treasurers Report as presented. Copies were made available to the board for review and discussion. Colleen met with Melissa Boutin with some corrections being made. A check from the Resource Sharing Grant for \$292.50 was sent to the town and intended for the Interlibrary Loan Postage. It will be obtained from Melissa and deposited into the library funds designated for Interlibrary Loan Postage. It was requested that two more passes of the State Attraction Pass be purchased to bring our total to three. Glenda made the motion to purchase two additional passes, Kate seconded. This is very popular service offered by the library and getting two more passes would be beneficial especially with increased usage during the summer months. There was no further discussion and the purchase was passed unanimously. The Friends of the Library will be asked to also purchase an additional pass to Shelburne Museum. There is a new propane vendor with new costs associated. Colleen will try to shift some of the budget to meet the new cost. The travel budget is over budget and costs will also have to be shifted. The line item may need to be adjusted. Because a new library is not in the near future, the CD will be looked at to potentially reinvest at a higher rate.

Howard moved to accept the treasurer's report with additions/corrections, Kate seconded the motion. There was no further discussion. Passed unanimously.

IV. Librarian's Report

Rhonda presented the Librarian Director's Report and the Summer and Fall 2019 Library Programs Update. Copies were made available for the board to review. Rhonda provided detailed explanations of both handouts. She mentioned that she will need subs for some of the programs. She will coordinate the dates and the need for any subs for coverage of the circulation desk. Rhonda requested that the hourly rate for subs be finalized so that it will be easier for her to offer new subs a rate. After

discussion, Glenda moved that the rate for Library Subs be set at \$12.75/hour, Karen seconded the motion. Rhonda will evaluate and train the subs. The motion was passed unanimously.

The trustees are appreciative of Rhonda's efforts to increase programming. purchase new books and the myriad of tasks required in running the library; however, the space and budget must be adhered to as the library budget is already set and voted on by the town and programs and book purchases may need to be delayed.

V. New Business

- a. Review of Library Policies will be considered at the August 12 meeting
- b. Library Director Benefits

The benefit package offered by the Trustees is separate from the town benefit package, although it was prepared after meeting with the town. The Library Director has the option to sign up for the plans offered at the Town Clerks office by July 1. It was brought to the attention of the board that the dental package had not been offered and will be addressed by the board. The package and associated fees are set by the budget approved at the March town meeting to go into effect July, 2019.

- c. Upcoming joint meeting with selectboard.

It was noted that there may be some confusion as to the purpose of the meeting and what will be accomplished. The meeting has been warned by the Library so that all trustees may attend. The town has warned the meeting separately, with some discussion on the warning. It was decided that the Library Board would attend the Thursday, June 13 meetng. Minutes will be taken at the meeting.

VI. Old Business

- a. Update-book organization and removal to Annex:

This was discussed in the Librarian's Report. Boxes have been purchased and the Librarian has a plan to remove books and store in Annex or discard.

- b. Safety Information:

Copies of the revised Health and Safety Information Guidelines were made available to the board for review. Discussion and final review will be considered at the August 12 meeting

VII Glenda moved to adjourn the meeting at 8:50 PM. Colleen seconded the motion. Passed unanimously. We will meet Thursday, June 13 for a joint meeting with selectboard regarding the library. The next regularly scheduled meeting will be held Monday, August 12.

Respectfully submitted,

Glenda C. Leake