

Grand Isle Free Library Minutes
May 13, 2019

I. The meeting was called to order at 6:33 pm.

Board Members Present: Karen Allen, Colleen Bushway, Howard DeMars, Glenda Leake and Kate O'Neill (arrived at 6:39 pm)

Board Members Absent: None

Community Members present: AnnaMarie DeMars (Selectboard liason), Rhonda Richard (Library Director)

Matters to amend agenda: None

II. Safety Policy Discussion:

The draft Safety Policy provided at the April 8, 2019 Library meeting was reviewed and discussed. After discussion it was agreed that the word "Policy" would be replaced with "Guidelines" as the information provided was more along the line of guidelines to be followed. The guidelines will also provide information of such items as medical kit, AED, and fire extinguisher, as well as phone numbers for emergency and non-emergency situations. After discussion by the board, Karen offered to revise the Safety document and provide it to the Trustees to review. The guidelines will be presented at the June meeting and hopefully be finalized.

Glenda will review the current book of Library policies in an effort to organize them and put them in a user-friendly and chronological order. The Library Board will determine a schedule for review and revision of all policies, in order to keep them updated, starting with those which have not been looked at for some time.

III. Kate moved to adjourn the meeting at 7:30 p.m. Colleen seconded the motion. It was passed unanimously. The next regularly scheduled meeting will be held on Monday, June 10 at 6:30 p.m.

Respectfully submitted,
Glenda Leake