

# Tenney Memorial Library

February 11, 2015

Present: Paul Sachs, Emmy Hausman, Susan Kennedy, Shelly Calley, Carly Wade, Carol Cottrell, Cathy Kidder, Greg Eaton, Luisa Lindsley (Librarian)

Meeting called to order 7:05pm.

## I. Additions to the Agenda

- a. Recognition of Caroline Nininger's Coverage of Librarian's Maternity Leave

## II. Approval of Minutes

- a. Hausman moved to accept November 2014 minutes as written; seconded by Sachs. The minutes were voted upon and passed.

## III. Treasurer's Report

- a. Treasurer Sachs provided 2014 Budget vs. Actual and 2015 year-to-date Budget vs. Actual reports. The return on the annual appeal letter has been lower than expected this year; a few more donations may continue to come in but the bulk of the response has been received already.
- b. Movement by Hausman to accept Treasurer's Report; seconded by Eaton. The Treasurer's Report was voted upon and passed.

## IV. New Business

- a. Historical Preservation Grant Implementation: We are in the process of soliciting three bids for the roof repair. Once a contractor is selected, we must present the selection to the Historical Preservation Board to be accepted. The project must be completed within this calendar year.
- b. Joint Board Discussion with Baldwin Memorial Library: We are unable to find a common date before town meeting as originally planned. We agreed upon the date of March 17<sup>th</sup>, suggested by the Baldwin board. President Eaton will confirm this meeting time, presumably for 7:00pm at Baldwin.
- c. Upcoming Board Vacancies: Trustees Kidder and Hausman will both be retiring from the Tenney board at the time of our annual meeting in June. We will discuss new trustee candidates at the next meeting in April.
- d. Library Sound System: Treasurer Sachs recommended the purchase of a new sound system, which the library has borrowed for recent programs and has worked well. Eaton moved to approve giving Sachs permission to purchase a new system for up to \$350. No discussion. The motion was voted upon and passed.
- e. Energy Audit: Treasurer Sachs reported that we currently spend an average of \$5800/year in heat expenses. An energy audit may offer some improvement suggestions that could reduce our annual expense. We received an estimate for \$1800 from one company. Sachs is looking into some more affordable options that have been recommended since. Hausman offered that Efficiency Vermont

currently has some significant discounts on LED lighting. We currently use CFL, which is also very energy efficient.

- f. Library Work Day: A group of trustees and volunteers has begun the process of cleaning out and organizing the basement. There is a collection of items in the central area of the basement to be disposed of. A spring cleaning date was set for April 25<sup>th</sup> from 8:00am to 12:00pm. We will reach out to volunteers who have expressed a desire to help with this task. We also discussed ongoing cleaning needs. Librarian Lindsley shared that the 1 hour/week currently budgeted for cleaning services does not seem to meet the library's needs, as this is only enough time for floors and trash and does not address dusting or other cleaning. Sachs moved to add \$200 to the annual cleaning budget, to allow for an additional 15 minutes/week of cleaning; motion seconded by Kidder. Motion denied. Sachs made another motion to add \$200 to the annual budget for the Librarian to use at her discretion for additional cleaning needs. Motion voted upon and passed.
- g. New Programs: Kidder presented two upcoming programs – Part Two of Freedom and Unity: The Vermont Movie will be held on February 26<sup>th</sup> at 6:30pm. Kidder shared that Nora Roberts led a discussion at the Part One showing, which was very engaging and successful. We would like to continue offering community discussion after the films. Tom Kidder will facilitate at the Part Two showing. Any interested in facilitating for future showings should contact Cathy Kidder. The second upcoming program is a discussion on shitake mushrooms, presented by Dean Bascomb on April 9<sup>th</sup> at 7:00pm.

V. Librarian's Report

- a. Librarian Lindsley is back from maternity leave after two months. Caroline Nininger did a wonderful job of covering Lindsley's leave of absence. She is continuing to come on Tuesdays as a volunteer to help with inter-library loans.
- b. Librarian Lindsley is currently working on book displays and weeding the collection. She would like to begin discussing future library goals now that automation is complete and there is more time to focus on new programs and other planning. Lindsley would like the board's assistance in selecting a few additional programs to purchase through the Vermont Humanities website. We will add future library goals to the agenda for the next meeting in April.

VI. Old Business:

- a. TenneyFest 2015 and Beyond: Trustee Kidder presented a "jobs" list for TenneyFest, to begin discussion and planning. She will continue to take a leadership role for the coming year, but will be leaving the board in June and this is the year for transition/training of new volunteers to take over specific duties. Eaton volunteered to take responsibility for the book sale and Sachs agreed to take over soliciting sponsors. We discussed the possibility of a need to hire a coordinator to take over the general event planning. Discussion to continue at our next meeting in April.

VII. Next Meeting Date:

- a. Wednesday, April 8<sup>th</sup> 2015 at 7:00pm.

Meeting adjourned at 9:05pm.

Respectfully submitted,

Shelly Calley, Secretary

***Minutes are not official until approved by the Tenney Memorial Library Board of Trustees at the next regularly scheduled meeting.***