

## Tenney Memorial Library

June 23, 2016

Present: Greg Eaton (Chair), Carol Cottrell (Vice Chair), Tom Beers (Treasurer), Wayne Richardson (Auditor), Jennifer Fischer (Secretary), Kate Maver (Trustee), Carly Wade (Trustee), Susan Kennedy (Trustee), Paul Sachs (Trustee), and Luisa Lindsley (Librarian).

Meeting called to order at 7:03

There were no additions to the agenda.

1. Approval of Minutes
  - a. Trustee Sachs moved to accept April 2016 minutes as written; motion seconded. The minutes were voted upon and passed.
2. Election of Officers
  - a. Trustee Sachs nominated Greg Eaton to continue as President; nomination seconded. No additional nominations. All in favor.
  - b. Trustee Sachs nominated Carol Cottrell to continue as Vice President; nomination seconded. No additional nominations. All in favor.
  - c. Trustee Sachs nominated Tom Beers as Treasurer; nomination seconded. No additional nominations. All in favor.
  - d. Trustee Sachs nominated Jennifer Fischer as Secretary; nomination seconded. No additional nominations. All in favor.
  - e. Trustee Sachs nominated Wayne Richards to continue as Auditor; nomination seconded. No additional nominations. All in favor.
3. Treasurer's Report

Trustee Beers presented a review of the Profit & Loss Budget vs. Actual (Jan 1- June 22, 2016) and Balance Sheet Previous Year Comparison. After discussion by board Trustee Sachs moved to approve. Motion seconded. Unanimously approved.

  - a. Oil Pre-buy – Trustee Beers distributed an information sheet reviewing the 2015/16 heating season cost for oil and propane. After discussion it was decided that Trustee Beers would call Suburban Oil about their service plan and would speak with Perry's Oil to see if they would be willing to negotiate a better price. Trustee Beers was given authority to buy fuel at the best price.
  - b. Building Maintenance Planning/Town Funds – The Condition Assessment (August 2014) was reviewed by board. It was decided by the board to turn the report over to the select board with the recommendation by the library board that the high priority items be done first in the following order:
    1. Windows, doors
    2. Special Features
    3. Site
4. New Business
  - a. Uncommon Jam – Trustee Beers passed around the sign up sheet for the Uncommon Jam. Trustee's Sachs and Kennedy will inquire at local business's about possible donations for a reduced cost of ice cream.
  - b. Librarian Evaluation – Trustee Maver was asked to join the Librarian Evaluation Committee.
5. Librarian's Report

So far this year the librarian has spent half the money budgeted for books. Groups currently

using the library are: Circle of Presence Meditation Group, Spanish Conversation Club, NES Parent Book Group. All these groups take out books while they are using the library. Librarian Lindsley recently updated the website page, a Vermont State Park Pass and a Vermont Historic Sites Pass, free to Newbury residents, are two new additions to the page. Lindsley also reported that the ongoing used book sale recently made \$40.00, asking a set price for hardcovers and paperbacks is working well.

Current library volunteers are Joshua Lamay – circulations and displays, Caroline Ninanger – watering plants and Peg Hastings – shelving books. Trustee Fischer was asked to talk to Kathy Gale about volunteering.

6. Old Business

a. Summer/Fall Book Sale – It was decided that putting a book table outside in front of the library was a good way to bring people into the library for the sale. Board will plan further for the sale at the next meeting.

b. Report Of Committees On Library Use, Programs, Circulation Desk – Librarian Lindsley proposed that the circulation desk be relocated, discussion followed. The donation request letter will be drafted at the next meeting the letter will be sent to the Tenney Family Association before it is sent out to the community. There have been complaints that the sign post in front of the library is too low and has no information on it. The sign post will be removed. Trustee Wade asked who should be called when we receive complaints from community members about the library. Trustee Sachs said he would take the calls.

7. Other Business

a. Trustee Richardson has been offered an abandoned storage unit which the library could clean out and sell anything of value as a fund raiser. After discussion it was decided to decline the offer.

8. August meeting date will be 8/11/16 @ 7:00

Meeting adjourned at 9:05

Respectfully Submitted

Jennifer S Fischer, Secretary

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