

MADISON LIBRARY
BOARD OF TRUSTEES MEETING

July 21, 2010

Chick Room

MINUTES

ATTENDANCE: Ray Stineford, Bob Risch, Angela Johnson, Beverly Klitsch, Melissa LaRoche, Sandra Carr, Charlotte Emmel, Mary Russell, Mary Cronin, Library Director

ABSENT: Judith Burton, Tom Reinfuss

OTHERS IN ATTENDANCE: Pat Ambrose

Meeting was called to order by Ray Stineford at 3:30 PM.

REPORT OF THE SECRETARY: correction to add Tom Reinfuss as in attendance at the June meeting; minutes accepted as corrected.

REPORT OF THE TREASURER: loss on stock portfolio; decided to stay the course; drawdown on track; accepted and filed for audit.

LIBRARY DIRECTOR'S REPORT: busy summer season, circulation up; Merle and Herman Weber will paint the steps to the Library; Chris Martin will finish up the installation of the bike stand; children enrolled in the summer reading program enthusiastic with good follow through; "We the People", no one showing up for discussions; volunteer breakfast held; staff vacations discussed; Mary took an online course from Simmons College concerning digital imaging; Carroll County Cooperative Library is a group of local librarians which meets quarterly to discuss cooperating on projects and to share costs, they are exploring the idea of using and sharing a VISTA volunteer, if this materializes mileage would have to be covered for the volunteer to travel to our library, this cost could be accounted for under Professional Development as technology training for the staff would be part of the volunteer's responsibilities; Integrated Library System (ILS), a software program which could be shared is also being discussed, next step is a feasibility study; Cam Spence is our new staff member (6 hrs. week), she also works at the Freedom Elem. School; we need to have a personnel meeting to determine staffing, perhaps we need another person? Mustang Academy is a local after school program, Mary really does not have time to do it, it is paid through a grant, and perhaps another staff member could do it? Budget Sheet 2011 due Sept. 23rd; Trustees of the Trust Fund late in payments, invoice now 60 days late, monies in Town account to get better interest rate, some tie up seems to be holding up the timely payment, Ray will discuss with Lynne Gilman a way to remedy this situation. Carpet not a capital expense, less than \$10,000., so it will be a warrant article in 2011

FRIENDS OF THE MADISON LIBRARY REPORT: sorting for the Book Sale next month; also planning a Book and Author luncheon, guest speaker Dr. Irwin, who wrote a hiking mediation journal "Recompense" which will be discussed.

GALLERY REPORT: photographs of Mary Jane Beattie currently on display.

OLD BUSINESS: policy reviews, work in progress; Mary will advise Board when policies can be viewed on Google Docs

NEW BUSINESS: Recording Secretary: if paid under \$600 annually, no 1099 is needed; Pat Ambrose, candidate present and resume discussed, found qualified; hired for \$30 per month (based upon 2 hrs. of work per month at \$15 per hr.) unless other meetings are necessary; annual compensation not to exceed \$600. Pat will begin in August.

Report of the CIP Committee: advised Town re. New roof 2014; no estimate yet. 2012 computers upgrades, Capital Improvement category;

Review of Board Membership: Bob and Ray will be leaving the Board in March, 2011; we should be thinking about two full time members. Consideration of meeting times, perhaps we could change to 5 PM.

The board adjourned at 4:35 PM.

Respectfully submitted, Sandra L. Carr, Alternate Trustee

Draft Minutes e-mailed to the Trustees, Town Clerk and Library Director on July 22, 2010

Town of Madison, Board of Trustees Meeting for July 21, 2010