

Barrington Public Library
Board of Library Trustees Meeting
09/18/2018
Draft meeting minutes

Present: Trustees: Sam Boduch, Lydia Cupp, Leigh Elliot, Traci Bisson, Lindsey Marziarz, Susan Frankel, Bridget Rounds (alternate Trustee voting), Melissa Huetter (Library Director)

Absent: Robert Drew, Karolina Bodner, and George Bailey

The meeting was called to order at 6:04

The amended public meeting minutes from the 8/28/2018 meeting were approved in a motion by Sam and seconded by Bridget and passed on a voice vote. Traci, Lindsey, and Susan abstained due to not being present at the last meeting. The non-public meeting minutes from 7/17/18 and 8/28/18 were approved in a motion made by Sam and seconded by Susan. Traci abstained from the vote due to not being present at both meetings, and Lindsey and Susan abstained from the vote on the 8/28/18 meeting.

Donations of \$25.00 were accepted in a motion by Sam, and seconded by Susan , and passed by a voice vote.

Treasurer's report: Susan sent out the report by email and presented the report. Sam made a motion to accept the Treasurer's report, and Lindsey seconded, motion passed on a voice vote.

Foundation Update: The Foundation has to date raised over \$405,000.00. There is a sign on the corner of route 9 and 125 indicating how much has been raised. The Foundation is in the community phase and is seeking donations from both individuals and businesses.

-The Leadership Counsel of the Foundation would like to have two public informational meetings by SMP, the proposed new library architects. The meetings will be held on October 20 from 10:30-12:00, and November 8, 6:30-8:00 at the Barrington Middle School. Susan made a motion to sponsor the meetings and Bridget seconded. The motion passed by a voice vote with Sam and Traci abstaining.

-A motion was made by Susan and seconded by Bridget to appoint a new library building committee to include Charter Weeks, Mike Clark, Melissa Huetter, and Lindsey Marziarz. The motion passed by a voice vote with Lindsey abstaining.

Outreach Committee: At this time the Outreach committee is working on community phase events with the Foundation.

Friends Update: Lydia shared that the Friends are planning their Fall events. One of the events, Just Desserts will be held at the library from 4-6 on 11/3 and the Fall Raffle Baskets will also be available at the event. The Friends will be also be selling raffle tickets at the Friends of Music craft fair on November 10th.

Director's Report:

1. Melissa shared library statistics.
 - 36 new patrons
 - 5,387 patrons came in
 - 6,143 items checked out
 - 971 Overdrive audiobooks and Ebooks used
 - 167 Hoopla users (TV, movies, books, audiobooks)
2. Melissa is looking for volunteers to help with Trunk or Treat on 10/20 at 3:30. The theme this year is *The Incredibles*. She is also in need of non-peanut candy and non-candy supplies for the event. Lydia, Lindsey, and Leigh offered to help.
3. The library budget is due to John Scruton on 9/27/18. The library's budget presentation is scheduled for 10/29/18 at the select board meeting.
4. The draft Library budget was reviewed and discussed. Melissa will send out an updated budget.
5. Discussed part-time desk clerk positions. Sam made a motion to authorize Melissa in the upcoming budget to increase the hourly rate of the two desk clerks Susan and Chrissy to \$11.06 grade 5 step 10, and to increase Chrissy's hours to 25 hours per week. Lindsey seconded, the motion passed by voice vote.

Old Business:

The Director Performance review policy was reviewed and amended. Lindsey made a motion to accept the amended policy, Sam seconded, the motion passed by a voice vote.

The Board of Trustee investment policy was reviewed and approved in a motion made by Sam, seconded by Traci, and passed by voice vote.

New Business:

A discussion on Melissa having regular library staff meetings was tabled to next month.

The meeting was adjourned at 8:32 by a motion made by Lindsey and seconded by Susan, and passed by a voice vote. The next meeting will be October 16, 2018 at 6:00 at the library.

Notes taken by Lydia Cupp Secretary

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