

Cobleigh Trustees' Minutes

January 30, 2017 4:30 p.m.

Attending : Lindsay Carpenter, Cindy Karasinski, David Martin, Don Welch, Jan Wade, Pat Webster

Minutes from 12/19/16 - Motions to approve - David, 1st Jan, 2nd - Approved

Treasurer's Report - Don reported that the investments are holding steady, but was wondering what effect the recent downturn might have.

Motions to approve - Pat, 1st David, 2nd - Approved

Librarian's Report - Cindy noted that Marty Reid, Vermont State Librarian, is leaving her position with the arrival of a new administration. Ms. Reid offered vital assistance in helping advance library services at the Cobleigh and throughout the state.

Cindy also reminded the Trustees of the American Library Association's stance on intellectual freedom. Recent deletions of data from various national agencies have caused great concern.

Old Business

By-Laws - The recently approved revisions to the Cobleigh by-laws have been placed in five public locations and published in the *Caledonian Record* by Don. They will become the official by-laws in sixty days from December 19th of 2016, if no objection is received.

Don also affirmed that Trustee meeting agendas must be posted in three locations, as is the current practice. He also suggested that the set monthly meeting day and time might be included in the by-laws. i.e. the final Monday of each month at 4:30 p.m. except for the break months of July and August. Guidelines for emergency meetings are separate.

Workers' Comp. - Don drafted an e-mail message to a contact at the Vermont League of Cities and Towns. He is asking about the dramatic increase in rates and why state libraries fall under the Parks and Recreation Dept. category. He also wondered about a possible rebate if a library makes no claims in a year. David suggested that since so many libraries are affected perhaps others might be recruited to explore these questions together with the VLCT. The Cobleigh Trustees are all willing to add their names to Don's message and will review it before sending.

Building Maintenance Wish List - Lindsay suggested that priorities be set with the list. Progress has already been made. The front door repair is complete. The antique door handle has been repaired. The ceiling fan in the Children's Room is done. The outlet in the oil tank room has been replaced. The Friends group will either reupholster or replace the two chairs by the fireplace. The furnace was cleaned. In relation to this, a replacement for the furnace will be necessary in a few years and it will be very expensive since asbestos abatement must be done

at the same time. Other priorities are gluing the wooden chairs in the Reference and Vermont Rooms, carpet cleaning or replacement, puttying many windows, and finding a replacement vacuum cleaner. Jan has a contact to help with selecting a commercial vacuum.

New Business

Proposed 2017 Library Budget - Don had a question about the use of endowment monies. He presented a letter from 2001 which stated that the Cobleigh would get 5% of the market value of endowments annually. He consulted with two previous Cobleigh Board treasurers and is waiting for an interpretation of the letter by the Town Clerk.

Don presented the 2017 budget proposal and said there is a small amount of wiggle room for reallocation. He asked for Cindy's most important needs this year. She would like funding for the upcoming New England Library Association conference and monies to purchase an upgrade to the Deep Freeze program which prevents patrons from altering the Library's computer hard drives.

Proposed Bookmobile Budget - Don and Cindy both had proposals to present. After discussion of the unrestricted funds, the Board voted to approve an adjustment bringing the total to Cindy's requested amount.

Edward Jones - Don spoke to our Edward Jones rep who was suggesting that perhaps the Library investments might be switched to a new fund. Don researched this and thought that the current rate of return is more than acceptable. The Board agreed.

Committee Assignments - The Library Board committees now include Budget, Building, Evaluations, Fundraising, Policy and Procedures, and Technology. More discussion will follow to set the assignments.

Friends of the Library - Mamie Cleveland, the president of the Friends, will attend the February meeting of the Trustees.

The next meeting is scheduled for February 27th at 4:30 p.m.

Respectfully submitted,
Pat Webster