

Cobleigh Trustees' Minutes

November 28, 2016 4:30 p.m.

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

Minutes from 10/24/16 - Motions to approve - David, 1st Jan, 2nd - Approved

Treasurer's Report - Cindy reported that invoices are up to date. The budget is looking good. Don also said that all is well with investments.

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

Librarian's Report - The Board was pleased to read about recent grants that have come through.

Cindy said that the front doors are in critical condition and need considerable repair. This is a good time to investigate crash bars for these doors (the back door already has one installed) and several suggestions were made of people to contact for further information.

Cindy reported that her husband's medical condition requires significant leave time. The Board supports her in doing whatever is necessary. Cheryl McMahon is covering for Cindy.

Old Business - David has visited all of the towns served by the bookmobile except Newark to make an appeal for annual financial support. The Thaddeus Stevens School is ready to send their check.

The annual **Cobleigh Public Library** appeal letter has been created by David. Lindsay moved to accept the letter and Pat seconded. Approved.

New Business - Cindy is at work on the budget and it will be ready for presentation to the Select Board.

Cindy sought approval for the appropriation letters which are sent to six towns requesting funding for 2017. The Town of Sheffield sent a letter outlining specific information they require about the Library and how it benefits their community. Cindy has the necessary information although pulling it together takes time. The mission statement and e-mail address were also provided, as requested. If there are further questions from Sheffield, the Trustees will answer them via Lindsay.

Other Business - Don presented an expanded version of the Cobleigh by-laws for the Board to examine. Cindy, in her Librarian's Report, included the procedure from the Vermont Statutes for the adoption of municipal library by-laws which will ease the process. Don will also have Peter

Morrisette check them. The policy manual is a work in progress and Don submitted an updated outline to the Board.

Wanita Gardner, library custodian, has created a "wish list" of repairs, large and small, which are needed throughout the building. Copies were given to the Board for study and discussion at a later meeting.

Pat's term as a Trustee concludes in 2017. The Board will begin to seek a replacement.

The next meeting is scheduled for December 19th, at 4:30 p.m.

Respectfully submitted,
Pat Webster