

Cobleigh Public Library Trustees' Minutes

October 30, 2017 4:30 p.m.

Attending: Lindsay Carpenter, Jeanne Laughton, Don Welch, Marti Feltus, David Martin, Cindy Karasinski

Minutes from 9/25/17 – Motion to approve – David-1st Don-2nd - Approved

Treasurer's Report – Don noted that the percentages are in good order. Laurie changed line 503 to reflect actual amount withdrawn from investments.

Marti inquired about funds from the Chamber. Cindy reported they usually come in increments throughout the year. The appeal letter has not been mailed yet, but will soon.

Line 520 is the book sale that is ongoing in the library, not the one the Friends put on.

Don noted our investments on 10/19/16 were valued at \$494,743.10 and one year later on 10/19/17 were valued at \$494,904.04 with a difference of \$160.94. That is still with our withdrawal of \$48,267 to pay for the work in the furnace room. Overall, the investments are doing well.

Motion to approve – Lindsay-1st David-2nd – Approved

Librarian's Report

Cindy noted that the Library staff has attended some good training this fall.

Still looking to fill a PT slot for the Bookmobile (AmeriCorps position).

Getting a knox box installed so the fire dept can get in if the alarm goes off (like it did last month).

The thermostat doesn't seem to be working (gets too hot at times but when off gets too cold). This could be a sign of an efficient heating system. Matt is willing to work with the library on fixing the issue.

Old Business

By-Laws Amendment – Selection of Trustees – Don sought advice from Joe Benning. Joe Benning spoke with someone at the state level and was told trustees can change the way trustees are elected and it does not have to go before the voters. However, whoever is being elected would need to get a petition signed (with Lyndon signatures) and voted on at Lyndon Town Mtg. Concern about someone outside of Lyndon serving as a trustee and making decisions about Lyndon tax dollars. Don presented an amendment to the by-laws (wording provided by Joe Benning) and the board is agreeable to it, but would like to add the following line: “no more than one each from any two additional towns that contribute at least Six Hundred Dollars (\$600) in financial assistance to the library.” Don will revise and present at the next meeting for a vote.

Committee Assignments – Don shared a committee list, there needs to be at least 3 people on each committee.

Lindsay shared concern about six committees and 5 board members. It seems a bit overwhelming and unbalanced. Perhaps we should consider adding a couple more board members in the future?

It was mentioned that we could ask people not on the board to serve on the committees.

Once the policy and procedure manual is done, there will be more direction for the committees.

Policy & Procedure Manual – Don will be working on this over the winter months and will let the board know how they can help.

Updated Phone List – Cindy created one and shared with the board. She will add email addresses to those that are missing.

Donation/Charity Options – David spoke with Jen Botzjorns about ideas for raising money for the BOW and that includes getting support from local school boards. She suggested a plant sale or garden tour of the Victorian houses around the park. She would be willing to help with a plant sale (logistics).

David proposed a discussion of how much should we ask from school boards for the BOW. This will be discussed at the next meeting and within the fundraising committee.

David suggested adding an addendum to the appeal letter stating other ways people could donate (Amazon smile for example).

New Business

Cindy would like to send the appeal letter out before Thanksgiving. David agreed to work on a draft of the letter.

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