

Cobleigh Public Library Trustees' Minutes

May 22, 2017 4:30 p.m.

Attending: David Martin, Marty Feltus, Don Welch, Cindy Karasinski, Lindsay Carpenter, Jeanne Laughton, Jan Wade

Minutes from 5/1/17 – Motion to approve – Lindsay-1st Don-2nd - Approved

Treasurer's Report – Don discussed the Investment Summary which shows a return of 7.4%. The allowable withdrawals from investments were discussed as a follow up to the February 2017 meeting. Don asked Edwards Jones to draw down \$20,000 on the investments to be used for down payments on the asbestos and furnace projects. Motion to approve – David-1st Jeanne-2nd – Approved

Librarian's Report

Cindy shared that she had to file an incident report this past week with the Town Police due to the discovery of heroin packets in the 1st floor bathroom toilet. This is terribly concerning and library staff are handling trash materials carefully.

Wanita Gardner is retiring on 6/29 after 41 years! There will be an Open House to celebrate her many years at the Library on June 22nd at 6:00 p.m. Cindy asked for the Board to consider an hourly rate for the custodian position so that she can advertise to fill. The Board discussed and Lindsay made a motion to set the custodian rate at \$12.00 per hour. David-2nd

Old Business

Asbestos and Furnace Projects

David reported that Crothers will be starting the asbestos removal on June 5th. Harris still has to provide the Library with firm pricing for reinsulating the pipes. Cindy is waiting for the Certificate of Insurance from Harris. She noted that the contract has been submitted to the Town.

Selection of Trustees

Jeanne spoke with Joe Benning, Esq. and he confirmed that the Library's by-laws must be amended to allow residents from towns outside of Lyndon to be added as a Trustee. After discussion, the Board determined that the by-laws should be written to reflect that only one Trustee can be from outside of Lyndon to serve on the Board at one time. Don will begin the process that is necessary to change the by-laws.

New Business

Bookmobile Appeal Letter

David has put together another superb Bookmobile appeal letter! The goal for funding this year is \$9,000. Discussion around having Board members come into the Library during the preparation for mailing and add a personal note to each appeal letter. It was also noted that the Board should get together before the Library appeal letter preparation and update the mailing list.

Meeting adjourned at 5:25.

Respectfully submitted by Jan Wade