

George Holmes Bixby Memorial Library
Board of Trustees Meeting Minutes
January 8, 2015

In Attendance: Deborah Rogers, Chairperson; Elizabeth Hunter Lavalley, Treasurer; Robin M. Haubrich, Secretary; Paul Lawrence, Trustee; Janet Hicks, Alternate Trustee; Carol Brock, Head Librarian, and Mary Farrell, Children's Librarian

Members of the public: George Sanderson and Mark Pitman, potential alternate trustees

Absent: Kelly Marshall, Trustee

Meeting convened at 7:01 pm.

1. Minutes

- a. The December 4, 2014 minutes were moved, seconded and approved to be accepted as presented.

2. Librarians' Report

- a. Carol distributed stats that are to replace the files she had emailed earlier to the board. Ideas regarding how to increase patron numbers were discussed, including scheduling regular book discussions and Humanities Council events. Carol noted that the Humanities Council offerings had been cut back. It was suggested that home use of the library's website has reduced patrons visiting the library. Paul suggested the creation of an investment group.
- b. The budget as presented shows the library staff has made very good use of those monies. The nature of the budget was explained to the potential alternates.
- c. Carol began a discussion as to how the library could help the village store.
- d. Bruce Harrington is working on installing a surge protector for the geothermal heating system. He will review the cost (approximately \$600.00) with Mike Branley. Paul will follow up with Bruce.
- e. Scott Carbee has told the library George Morgan will plow the sidewalks and Warren Kiblin will now do the shoveling.
- f. Micheal Branley has approved the use of Paul St. Cyr to do small projects for the library.
- g. Carol expects the library will receive \$200-\$500 less than the \$1500.00 requested for the 2015 budget.
- h. Both librarians reviewed upcoming events.
- i. Rugs are needed for the downstairs. Deb, Robin and Jan will coordinate that purchase.

3. Treasurer's Report

- a. Elizabeth presented a thorough explanation of the library budget and revenue resources for the benefit of the potential alternates.
- b. There were no questions on the monthly financial stats. We are in good financial condition. The treasurer's report was moved, seconded and approved to be accepted as presented.
- c. The next meeting with Waddell and Reed is scheduled for 01/23/15, 10am, at the library. All board members are invited to attend.

4. Old Business

- a. The board agreed that two alternates and five board members were an appropriate number. The desired characteristics of an alternate and their role in the library were reviewed. Our continuing effort to establish and maintain social capital was expressed.
- b. Deb reviewed the maintenance schedule items that will be the town's responsibility.
- c. We will address the continued clean up of the attic in the February meeting. Jan and Robin will take a look at what is needed.

5. New Business

There will be 2 openings for library board trustees. The board sincerely hopes that Deb and Jan will register to run for those positions by the January 30th deadline. Alternates will be considered in April

after the town meeting.

6 . Public Comment

a. Mark Pitman and George Sanderson thanked the board for including them in this meetng.

7. Adjournment:

a. A motion was moved, and seconded and approved to adjourn at 8:15 PM.

Next Meeting: February 5th @ 7:00 pm

Respectfully submitted,
Robin M. Haubrich, Secretary