Grand Isle Free Library Minutes

December 9, 2019

I. The meeting was called to order at 6:06 pm by Karen Allen

Board Members Present: Karen Allen, Colleen Bushway, Howard DeMars, Glenda Leake and Kate O'Neill

Community Member(s) Present: Annamarie DeMars, Select Board Liason

Amend Agenda for Matters Not Listed: Librarian's Report

II.   Secretary's Report

 Minutes of the October 6, 2019 meeting: Copies of the meeting were made available to the board for review. Karen moved to accept the minutes with revisions noted, Kate seconded the motion. Revisions noted and changed. There was no further discussion. The minutes were passed unanimously with changes.

Minutes of the November 6, 2019 meeting: Copies of the meeting were made available to the board for review. Colleen moved to accept the minutes as written, Howard seconded the motion. There was no further discussion. The motion passed unanimously.

Minutes of the November 20, 2019 meeting: Copies of the minutes were made available to the board for review. Colleen moved to accept the minutes with revisions noted, Karen seconded the motion. Revisions were noted and changed. There was no further discussion. The minutes were passed unanimously with changes.

III.   Treasurer's Report

Colleen discussed the Treasurer's Report as presented. Copies were made available for review and discussion. There was a discussion of the Certificate of Deposit. This had been brought up previously when a new library was more current. The surplus money from the 2019-2020 budget will be transferred from the checking account and placed in the CD with the understanding that they can be returned to the new budget if needed. Howard moved to transfer the money as discussed to the CD, Kate seconded the motion. Anna questioned whether this was acceptable. The money was already approved by voters at the March, 2019 town budget. No further discussion. Passed unanimously.

The 2020/2021 fiscal year budget was finalized following discussion. Changes were made to the budget. Colleen will submit the 2020/2021 budget to the town as requested with the additions and an explanation of the increases request the library will request a town appropriation of $75,967.00 to operate the library from July 1, 2020 – June 30, 2021. Colleen will put the budget in final form, forward to Trustee's for approval, and will then send the finalized version to Melissa Boutin.

Glenda moved to accept the Treasurer's Report, Kate seconded the motion. There was no further discussion, passed unanimously.

IV.   Librarian's Report

The Library Report was presented by Colleen. Programs that Rhonda had put in place are continuing. The plans are to clean and organize with a group of volunteers. There will be an order placed for audio books and best sellers. Colleen is weeding and organizing in preparation for a new Library Director being hired.

There was a discussion of the overdue books. Colleen has printed out the overdue list. Fifteen of those books were found on the shelves. Colleen would like to remove the lost books from the catalogue. There was a discussion of overdue books. If there is no response from the borrower, and no restitution, they cannot take out anything further and no home cards will be issued. There needs to be a policy regarding overdue books. Colleen will formulate a policy and present it at the next meeting.

V.   New Business

a.   Update on new Library Director

Karen reported that there were no additional applicants for the open Library Director position. Anne Jobin-Picard was offered the position and we are awaiting her decision. She was given an extra week to consider her decision

VI.   Adjourn

The motion was made to adjourn by Colleen at 7:28 pm, Kate seconded. Passed unanimously.

The next meeting will be February 10, 2020 at 6 pm.

After the new year a meeting with the Friends will be arranged to try to develop a MOU. Lara Keen from the Vermont Library Association will be invited to attend to help facilitate the meeting.

Respectfully submitted,

Glenda Leake

Secretary