

**Jones Memorial Library
Trustee Meeting Minutes
Monday, January 13, 2020**

*Meeting was called to order at 5:14pm.

*Present were Marie Harm, Joan Huguenin, Tina Bailey, Joanne Williams & Laura Lamonda.

*December's meeting minutes were reviewed, Tina motioned to approve, Joan seconded, all in favor.

*The Financial Report was reviewed and approved by all.

*The Village Trustees approved our \$76,200 proposed budget for 2020.

*Director's Report: 5 out of 8 computers are having problems. Could be the wiring. Joanne suggested contacting Comcast first. She will ask her sister again about old computers that the bank and other businesses sometimes donate to places. Marie will ask Fred if he would like to stop volunteering his tech service or if he would be more accessible to us if he was paid. The Green Mountain Library Consortium has sent a receipt for our \$50 donation to cancel our Listen Up VT subscription. Kyle Albee would like to donate 2 trees or shrubs to the library and says we should choose one from Branch Out Burlington dot org. Joanne suggested that Marie checks with the Village Trustees because it is outside of the building. If they okay it, Marie is free to choose them. Marie checked in with the state about having a policy where a person would need a library card to access our computers and the response was that the policy would be violating access so we cannot do that. Marie presented us with the 2019 Circulation & Statistic Report. She will find the 2017 & 2018 Reports to show us next month.

*It was suggested to Marie that she fill out an incident report after having spoken to a patron about parking in the handicap spot outside. Joan suggests adding a spot to the form for signatures acknowledging a person has been spoken to, for further record purposes.

*Marie or Tina will invite Eugene Stevens to the February meeting to explain the role of a Library Trustee and see if he is interested. If so, we will submit his name to the Village Trustees for approval and appointment.

*Movie Event: Though not as many people as last year, our December 6th holiday movie night was still a success. Next year we will try to get the planning and advertising out earlier.

*Joanne will reach out to John Morley about discussing long and short term goals with us for the library. She will ask if he prefers a special meeting or would like to attend the February meeting.

*Joan will work on the quilting workshop for the spring.

*Sandy has told Joanne that she hasn't heard back on a quote for the chair and bench cover repairs yet.

*Joan will check with the Haskell about the sets of books they are looking to get rid of. She has been approved to spend up to \$50 if they are selling them and not giving them away.

*We would like to see an actual hour by hour patron count. Will keep on agenda for next month.

*We would like to host more events and programs here, even one a month. A special meeting will be held Saturday January 18th at 10a to brainstorm and plan.

*Sandy has spoken with a woman who could fill in at the library as needed on an on call basis. Marie will contact VT Associates to see if they would be a fit to find someone or if not if any other programs are out there.

*Meeting was adjourned at 7:02pm. The next meeting is scheduled for February 10, 2020.

Submitted by Laura Lamonda