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February 21, 2013

**Huntington Public Library  
Board of Trustees  
Minutes of January 22, 2013**

**Present:** Harvey Schugar, Liz Greenberg, Heidi Racht, Paula Kelley, Lorrie Richland

The minutes from November were approved as read.

**Director's Notes:**

- The Library received a grant from Ben and Jerry's. Heidi will write a thank you note.
- There was a discussion concerning the sending out of thank you notes for those donating to the annual appeal. They will be hand written and the list will be divided among the Trustees.
- The suggestion was made that the prizes for the Birds of Vermont Museum scavenger hunt come from a local business such as Ben and Jerry's or a gift certificate to Beaudry's.

Lorrie will write a thank you letter to Gary Coffee for the donation of chocolates from Lake Champlain Chocolates.

The invoice for the brackets that were made for the new sign will be paid, in part, through the Repairs and Maintenance budget.

A review of the employee policy was tabled until February.

There was a discussion on the possible installation of solar panels. More research needs to be done and the age and condition of the present roof needs to be taken into consideration, as well as the timing of any future replacement.

The Board will take up the annual evaluation of the Director in February. Anne will be asked to prepare her goals.

The Board heard from Harvey Schugar concerning the possible effects of a microwave being installed in the bell tower. After considering the possible harm to people living close to the Library, the Board decided against having one installed. Liz will notify Anne so that the Selectboard can be told of the Board's decision.

Next meeting to be held February 19, 2013 at 4:00 in the afternoon

APPROVED: February 20, 2013

DIRECTOR'S NOTES  
JANUARY 22, 2013  
NOVEMBER AND DECEMBER 2012 STATISTICS

LIBRARY

NOVEMBER

ADULT VISITS: 371	CHILD VISITS: 148
MATERIALS CIRCULATION: 897	
ILL: OUT: 10      IN: 8	
PROGRAMS: # 9      ADULTS:134	CHILDREN:60

DECEMBER

ADULT VISITS: 211	CHILD VISITS: 93
MATERIALS CIRCULATION: 725	
ILL: OUT: 2      IN: 7	
PROGRAMS: #6      ADULTS:48	CHILDREN:70

COMMUNITY CENTER

NOVEMBER

EVENTS:    #21	HOURS: 37
ADULTS:    249	CHILDREN: 110

DECEMBER

EVENTS:    #13	HOURS: 23.5
ADULTS:    82	CHILDREN: 50

1. To date the annual appeal total is: \$3845.
2. Becca Golden enabled the Library to receive a \$3300 grant from Ben and Jerry's Foundation. Would the Board please write a thank you?
3. Thank yous are always nice handwritten. Or, we could have a printed one and fill in \$ amount. If we share hand writing them, I think we should agree upon a text to provide consistency. We have chocolate from LCC to give to donors. Perhaps including a coupon to be redeemed upon next visit to the HPL in each handwritten thank you for the locals, would work just fine.
4. Erin Talmage, Director of the Bird Museum and I are going to meet at the end of January to discuss and begin planning a Literature and Natural Science Treasure/Scavenger Hunt/Quest. We are considering making it a fund raiser that will involve visits to the Museum and the Library to sleuth out the clues. Please list your questions and ideas and let me know if any of you would like to participate in the planning and/or design of the project.

(OVER)

5. Winter programs include Storytime, Storytime Outreach Visits, Planet Huntington the annual Baby Brunch, and a Valentine Card Making Table. In November, Wendy received training in early math literacy as per the State of Vermont's common core standards and is working up a few "special" math storytimes as well as incorporating new angles (pun intended) into regular storytimes. She will be offering a training session for parents (advertised in Huntington and Richmond) entitled "Mother Goose Math" at the Richmond Library on March 6.

6.