

APPROVED

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DATE

December 29, 2015

Huntington Public Library
Board of Trustees
Minutes of November 16, 2015



Present: Liz Greenberg, Paula Kelley, Lorrie Richland, Heidi Racht
Others: Anne Dannenberg

Director's Notes:

- **Budget:** The cost of the firewall will be removed from next year's budget. The cost of VOL will be included in the budget plan for next year's request (FY 2017-2018).
- **Website:** **Stacey will notify Eric re: tech support for websites from the State. Heidi will write Eric a note of thanks for his help with the website.**
- **Personnel Policy Heidi will email the current policy to Anne.**
- **Building use:** The decision was made to use only one form when someone is requesting the use of the building. The current form will be revised. The Board will review the new form in December.
- **Volunteer Release Form: Heidi will ask Barb if the Town currently uses a release form for volunteers.** The Board reviewed forms used by other libraries and decided that the form from Fairfax most closely matches our needs. The Board will review the form in December for possible adoption.
- **Maintenance:** The Board approved Anne's request that we use the services of the painter to do the vestibule painting and the half wall by the children's area. There will be no charge, as the painter is doing the job as a community service. **Anne will find out if the painter is lead certified.**
- **Furniture: Anne will contact Harvey to give the okay to order the carts for the folding chairs.**

Report from the Vermont Department of Libraries Conference

Heidi attended the Conference and reported on how other libraries use funds raised by Friends of the Library organization as well as what other accounts these libraries use. The Board discussed the current use of our Friends of the Library accounts and the possibility of reviving the Huntington Friends of the Library group.

Executive Session

A motion was made by Liz and seconded by Heidi to go into Executive Session. The Board went into Executive Session at 8:15. The Board left executive session at 9:16.

Heidi moved that we present the Selectboard a budget of \$30,729.66 for salaries for the FY 2016-2017. This includes Director, Assistant Director and substitute pay. Liz seconded the motion. The motion passed.

Heidi moved that we present the Selectboard a budget of \$1340 for books for the FY 2016-2017. Liz seconded. The motion passed.

Paula will notify the Selectboard. It was understood that the Selectboard will help offer an explanation as to the new way of recording salary budgets and funding books through donations.

Liz moved that the Board adjourn. Heidi seconded.

The next meeting will be December 22, 2015, at 7:00 pm at the Library.