

PEACHAM LIBRARY MEETING MINUTES (UNAPPROVED) AUGUST 4, 2014

In attendance: Becky Lafferty (BL), Becky Jensen (RJ), Jim Minichiello (JM), Julieann Barney, (JB2), Jen Burchell (JB3), Gary Swensen (GS), Joanna Bodenweber (JB)

Absent: Carolyn Deasy (CD), Joe Alper (JA), Cornelia Hasenfuss (CH)

1. Call to order: The meeting began at 7:00 PM.

2. Addition and changes to the agenda: BL requested that we add discussion of Sept. and Oct. meeting dates.

3. Public Comment: None

4. Consent Agenda:

A. Minutes: Minor changes made to 7.14 minutes. JB moved. JM seconded. Approved.

B. Director's Report: BL moved. JM seconded. Approved.

5. Welcome new members

A. Introductions

B. Committee assignments: GS made a motion to create a new Renovation Committee. GS moved. JM seconded. Approved. JB3 will work on the Technology and Human Resources Committees. GS will work on the Renovation and Finance Committees. JB2 will work on the Physical Plant Committee.

C. Library Confidentiality: RJ gave a reminder about confidentiality

D. Role of Trustees: RJ gave a reminder about training requirements for Board members. Opportunities for training include the recent Open Meeting Law webinar, etc.

E. BL moved to keep current check signers: BL, JB2, RJ, CH and Hertha. GS seconded. Approved.

6. Resolution for monthly meeting dates/times: A resolution was made to meet on the first Monday of each month at 7 pm in the Reading Room of the library. The exception will be when the Board meets on October 13 for their annual retreat. GS moved. JM seconded. Approved.

7. Committee Reports

A. Human Resources: none

B. Finance: RJ handed out current budget to new members. CH was not present so a motion was made to defer further discussions until next meeting. JB3 motioned. GS seconded. Approved.

C. Physical Plant: JB2 noted that outside railings are unstable. RJ noted that some exterior stair treads need replacement. A motion was made to allow JB2 to get estimates for repairs, and pay up to \$250 for the work. GS moved. JM seconded. Approved.

D. Outreach: Summer Series and Coffee Hour going well. Gallery now showing Nick Alex's work. His opening had 40 people. Nick is donating any sales of his work to the library. RJ is planning a Peacham themed puzzle display for September.

E. Friends: Next event is ice cream sundaes for Pamfest. Nancy and Brad Toney are new members.

F. Technology: none

G. Nominating: JM is still looking for a new member.

8. Old Business

A. Deborah Wyndham Concert and Survey Results: Very successful event, net \$500. Bring her back maybe next year.

B. Summer Series: last talk is this coming Thursday

C. & D. Downstairs Renovations & Flooding Solutions: Brief discussion of flooding problems, landscaping, asking for Rusty Barber's help, possible architecture student's help, volunteer labor, etc. Compliments to JB2 for porch painting.

9. New Business

A. Maintenance and hiring: Bob Campbell has given his notice. He had done interior cleaning, lawn care, & winter shoveling for the library for \$400 month. He carried his own insurance. Discussion of hiring people for separate tasks. RJ has checked with other area libraries and their cleaning runs about \$80 a month. RJ will post the job for a cleaner. JB2 asked Joe Layn about mowing. He may volunteer to mow for no fee. BL suggested possibly partnering with the Cafe group to hire someone for shoveling.

B. Open Meeting Law. Right now the library complies with minimum standards. Benefits are worth about \$1,000 a year for the Library. The new open meeting law will require all sub-committees to post agendas and minutes as well. The library website, notice board, town hall and school are places for posting. BL will look into requirement to keep all Trustee emails "forever". RJ moved to have the library comply with open meeting law. GS seconded. Approved.

C. Director's and Officer's Insurance: Currently no coverage. One estimate from Sam Kempton's is for \$650. GS made a motion to research other insurance options. JB3 made an amendment to the motion to research and discuss insurance costs when all board members are present. GS agreed to the amendment and BL seconded. Approved.

D. Fall Foliage Day and Book Sale: Discuss at next meeting

E. Board Retreat: Will be October 13 at 5 pm and the discussion will be downstairs renovations.

F. Biking for Books/Fall Concert: No Biking for Books, JB2 will look into a concert.

Meeting Adjourned: The meeting was adjourned at 9:00. RJ moved and JM seconded.