

DRAFT

LANGDON LIBRARY BOARD OF TRUSTEES MEETING
JUNE 16, 2015
At Langdon Library

Present: Patty Borkland, Steve Bush, Lee Lamson, Lillian Wilson, Lara Croft
Excused: Jack O'Reilly

Call to order at 6:04 pm

Review of minutes from closed meetings on 4/21/15 and 5/19/15. Motion to approve by Lillian, seconded by Patty. Approval by Steve Bush, Patty Borkland, Lee Lamson and Lillian Wilson.

2. Treasurer's Report – see attached reports from bookkeeper. Bookkeeper and Treasurer will review budget and expenses carefully before requesting fourth quarter distribution of funds from the Town.

3. Director's Report - outline attached. Many items discussed but no vote needed on most.

...Movie series – decided on July 21 and Aug 4. Mosquito spraying has been scheduled. "Insurgent" will be second movie. Discussion of how to publicize movies.

...Handicapped parking spaces - Patty moved and Lillian seconded: move the handicapped space to the middle of the parking lot to avoid icy conditions in the winter. Approval – unanimous.

...Closing on July 4 – Patty moved and Lillian seconded: Close at 3 pm on July 3. Approval – unanimous. Note – give patrons ample warning about the long weekend.

... Patron count will no longer include book drop use. Patron count will appear to go down.

... Use of meeting rooms – no fees for the time being. Used only during normal library hours.

...Personnel – job descriptions for library assistants and substitute library assistants were approved unanimously. Patty moved and Lillian seconded. Steve moved and Patty seconded that LBOT hire Paula Knox as a Substitute Library Assistant.

...Tuesdays are extremely busy so LBOT agreed to avoid drop-in visits to the Director's office. Make an appointment.

...Donation by visiting author Robert Curtis – Lee moved and Patty seconded the motion to accept the generous donation of \$40.

4. Discussed increasing the amount the Director can spend without getting prior LBOT approval.

5. Discussed the favorable feedback Trustees have been receiving from the library staff.

Next meetings – 6/25 6 pm; 6/30 to offer contract; 7/21 6 pm – regular meeting.

Lillian moved to adjourn the meeting; Patty seconded the motion. The meeting adjourned at 8:44 pm.

ACCEPTED