

Royalton Memorial Library
Minutes
April 3, 2018

Members Present: Bonnie Kenyon, Treasurer, Louise Clark, John Dumville, Theresa Manning, Sect'y Cynthia Dalrymple, President, Marianne Pysarchyk, Librarian, Phoebe Roda, Vice President, Pam Levasseur, Ass't Librarian, Yulia Ballou

Meeting called to order at 4:03 p.m.

Election of officers: John Dumville made a motion to accept roster of officers as follows: Cynthia Dalrymple as chairperson, Phoebe Roda as Vice President, Theresa Manning as Secretary, Bonnie Kenyon as Treasurer, but will inform John Dumville of the duties as the year goes by. Louise Clark seconded, all were in favor.

Bids will be opened on Thursday at the town office for the construction project and will be ranked, selectboard will award the contract, the next meeting of the selectboard is the following Tuesday.

A six inch line will be considered from the school to the library, the selectboard will negotiate with the different boards to accomplish the water for the sprinkler system.

The status of the audit is ongoing, Marianne will contact the accountant to determine the timeline of the audit.

Rest area times were discussed, Gisele will attend her dates as scheduled, Bonnie will go in August as planned. Louise has volunteered to bake cookies for Gisele to serve.

Listen-up reports and Statistic Summary Report were passed out by Marianne, Cabin Fever was a great success and many patrons requested it be done again next year. All uses of Wi-fi are recorded, increased programs for this fiscal year, program attendance has been up and down, same with computer use.

Chris Wood will hold a program at the library on Wednesday of the coming week, Thursday the movie, "Shape of Water" will be shown.

First interview for the part time position available at the library was held today Tuesday April 4th, the second scheduled interview has accepted a position, an interview has also been scheduled for Thursday. There has been a late application, Marianne will contact that applicant.

The salary will be determined by the library board. A discussion of how to use volunteer time and pay for the part time person ensued.

Budget figures were passed to board. Discussion of investments with Morgan Stanley. Money from raised funds (\$15,000) was transferred to the town account for paying invoices as requested by Rose & the select board. Pam reported a deficit which will be replaced later as needed. It is proposed to replace parttime person with 24 hour person. The daily upkeep of the cataloging is an essential duty that should be kept up to date. Suggestions were made to review each of the jobs and rearrange some of the duties of the persons working at the library. Possible job for a high school student would be 3-6 hours as needed. There is definite connection between who is at the library desk and the ordering of books.

The trustee board and staff agreed to continue the first Tuesday of each month from 4 to 6 PM as the regular meeting dates They are as follows: May 1st, June 5th, July 3rd, August 7, September 4, October 2, Nov 6th and Dec 4th. August 24th is the date scheduled for a rest area donation day. The board was reminded to contact Louise at the Rest Area in the first week of January in order to secure weekend dates for attendance.

Movies are advertised in the weekly library notes in the Herald. The board was in favor of activities be placed on the weekly calendars in both the Valley News and the Herald. The forums should also be utilized to inform public of weekly activities. A discussion followed of how volunteers could be utilized to cover the desk, cover books, etc. Creating a "Friends Group" will involve a volunteer to organize it.

Pam distributed a Donor Recognition List and Theresa volunteered to create a form to obtain accurate information for each plaque, brick, window seat etc. that the library has received a request for.

Meeting Adjourned at 6:00 p.m.

Respectively submitted
Theresa Manning