

**Wells Village Library Trustees
Regular Meeting
November 20, 2017-6:00 P.M.
Minutes (Subject to Approval)**

Present:

Trustees: Alex Brewster, Lisa Mattison, Danielle Smith

Library Staff: Joy Brewster

Guests: Jacob Montbriand

1. Call to Order:

Alex called the meeting to order at 6:06 p.m.

2. Additions, Deletions, Changes to Agenda:

Lisa made a motion to add items 6.d. - discussion of 2016 MWA donation and 6.e.- Fundraising Ideas. Danielle seconded, motion passed.

3. Consent Agenda:

- a. Approval of minutes: September 18 & October 16. 2017.

Danielle made a motion to approve the minutes, Lisa seconded the motion, passed unanimously.

- b. Treasurer's Report:

Lisa provided the Treasurer's report, discussed at length.

- c. Director's Report:

Joy presented the Director's report, discussed breakdown of visitors, items circulated, computer time log and number of visitors for Halloween.

Danielle made a motion to accept Consent Agenda Alex seconded, motion passed unanimously.

4. General Public Comments:

Jacob Montbriand requested an increase in Library hours.

5. Old Business:

- a. Results of Halloween Event:

Discussed the cost of the ice cream truck, some kids went back for seconds and thirds. Alex suggested having tickets next year to prevent abuse.

- b. Status on Automation of Library:

This is an ongoing item, no information was presented at this time.

- c. Outreach and Collaboration with Other Libraries:

Joy called Poultney Library to introduce herself and discussed our desire for future collaboration.

6. New Business:

a. Internal Budget:

Discussed at length.

b. Holiday tree lighting program participation and the need for volunteers:

Date- Saturday December 9th at 6:30. Discussed supplies needed; will reach out to McDonald's in Manchester for donation of hot cups with lids, as we did last year. Volunteers bringing baked goods, hot cocoa and marshmallows will be purchased.

c. Volunteer/paid substitute recruiting ideas:

Discussed volunteers being required to sign confidentiality agreements to protect patrons privacy.

d. 2016 MWA Donation Inquiry:

Board received an inquiry about whether or not previously received MWA donation was specifically earmarked. The board agreed to review the secretary binder for any related documents. The board will share results with the town clerk and provide any related copies.

e. Fundraising Ideas:

Discussed several possibilities: Sip & Paint, Jigsaw puzzle tournament, Mystery Party and Cooking Demo and cookbook signing.

7. Policies:

To be addressed next meeting.

8. Set next Regular Board Meeting:

Date: January 22, 2018 6:00p.m. Deviated from normal schedule due to MLK holiday.

9. Executive Session:

None needed, none taken.

10. Other Lawful Business:

No action necessary.

11. Adjournment:

Lisa made a motion to adjourn at 7:40 p.m., Alex seconded, motion passed.