

Minutes of Quechee Library Trustees' Meeting

Dec. 14, 2015

Attending: Brian Chaboyer (secretary, left at 6:05pm), Bill Eastwood (Treasurer), Kathleen Hickey, Dave Izzo (President), Katie McCarthy (secretary for the end of the meeting), Kate Schaal (Library Director), Jim Schmidt, Merrilyn Tatarczuch-Koff (Vice-president, left at 6:00pm)

The meeting started in the basement, with an discussion of options for replacing the carpet. Three samples were examined and no consensus was reached, with some people preferring the weathered concrete look, while others liking the plank board look. The estimated cost will be covered by funds raised by the summer's golf benefit tournament.

Bill Eastwood's written treasurer's report was read and discussed. Everything is in order, with income and expenses pretty much in agreement with budget projections. There was discussion of how the new courier system, introduced by the Vermont department of libraries for interlibrary loans, will impact the budget next year. Postal costs will decrease, but we will have a fixed yearly fee for the courier system. In addition, we will have to purchase a fairly large number of book bags, at \$6 per bag and 3 or 4 bins, at \$80 per bin. The treasurer's report was accepted.

Kate Schaal presented her written report. The report was accepted, with a discussion of a number of issues:

1. The new interlibrary loan courier system will cost us \$350 per year for one delivery per week (50% subsidy from the Department of Libraries), or \$1050 per year for two deliveries per week. We currently send out quite a few books (about 30 at any given time) and it was agreed that having deliveries two times per week would be best, as it would minimize the amount of time our books are out, and allow more timely delivery to our patrons.
2. The ornament making workshops were a rousing success, with over 100 children attending, including a number of new faces.
3. Kathy, Merrilyn and Kate will attend the select board meeting where our budget request will be discussed (Dave will be out of town). They will be prepared with the information that Dave sent to the interim town manager, Steve Locke, with our budget request. Steve Locke recommended that our budget request be funded in full, but he will be leaving Hartford to become the chief of the Burlington fire department.
4. Dave Izzo has some contacts within the IT industry, and is looking into typical costs for consultants and potential names of people who could provide IT support for the library.
5. The flooring choice for the basement was discussed, and it was decided that we would go with the plank board look. The selection will now go to Jo Allsopp and Ann DeLoache.

Many thanks to Rick Stamm, who has taken charge of this project and obtained the quote.

The next meeting is scheduled for Jan. 11 at 5:00pm.

Meeting adjourned at 6:30pm.

DRAFT