

Minutes of Quechee Library Trustees' Meeting
Jan. 11, 2016

Attending: Brian Chaboyer (secretary), Bill Eastwood (Treasurer), Dave Izzo (President),
Kate Schaal (Library Director), Jim Schmidt

Absent: Kathleen Hickey, Katie McCarthy Merrilyn Tatarczuch-Koff (Vice-president)

Bill Eastwood's written treasurer's report was read and discussed. Everything is in order. Some of our income items, such as grants are running a bit below expectations. Currently, we are running a \$13,000 surplus on our budget, with the golf tournament being a big help. However, we will have a ~ \$2,000 propane bill soon, and will be billed about \$9,000 for the basement flooring. The second half of the town appropriation has been received. We are still waiting for \$7500 from the town for White River Junction services.

Our capital account at Wells Fargo currently has a balance of \$56,000. Wells Fargo has suggested that we provide them with a formal investment policy. Bill has a few samples and will develop a draft policy for circulation and discussion at the next trustee's meeting.

The treasurer's report was accepted.

Minutes from the Dec 14, 2015 were approved.

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

1. The town select board appears to have passed our requested budget. The select board is still discussing the W. Hartford library budget/ The select board is still discussing the West Hartford Library budget. A motion has been put on the table for reducing the requested amount to \$15,000 (in addition to the building expenses that are now in the parks and recreation department budget). It was stated that this would be a more efficient use of library budget dollars in what is now a town-wide system and would still allow the library to be open as many as 20 hours a week instead of the 33 to which it has recently increased.
2. Circulation appears to be down in all categories. However, the library has been quite busy, and so the reports will be run again to verify that they are accurate.
3. Internet usage is now being monitored and can be included in future statistics.
4. The interlibrary loan courier system has been delayed by a few weeks and will likely start at the end of January.
5. The Mascoma foundation has donated \$3800 out of the \$14,000 needed to install an air conditioning system at Wilder.
6. The trustee's agreed that the library will be open on Martin Luther King day.

7. The flooring company had an opening in their schedule and will install the basement flooring later in the week. This led to lots of hard work by many people, moving furniture and painting, to prepare the basement for the installation.

The next meeting is scheduled for Feb. 8 at 5:00pm.

Meeting adjourned at 5:49pm.