

# Minutes of Quechee Library Trustees' Meeting

January 14, 2019

Attending: Bill Eastwood (Treasurer), Dave Izzo (Chair), Kate Schaal (Director), Tommy Bauch (Trustee), Marilyn Tatarczuch-Koff (Vice-Chair)

Absent: Brian Chaboyer (secretary), Jim Schmidt (Trustee), Katie McCarthy (Trustee)

Bill Eastwood's written treasurer's report was read and discussed. As of 1/14/2019, we are showing \$95,000 ahead of budget with \$75,000 of that being the bequest that has been placed in a capital reserve fund. Adjusted figure comes to \$20,800 ahead of budget. Last year we were approximately at the same place. Bill noted that annual fund gifts were down compared to the average at this time. It was also noted that several outstanding checks had yet to post as of our meeting. Total expenses were down \$17,000 below YTD budget with significant roofing repair coming later.

Bill's report was unanimously approved.

Kate Schaal presented her written report. The report was accepted, with a discussion of a number of issues including but not limited to:

1. The fire sprinkler system inspection is scheduled for 1/29/2019. Union Mutual has requested that the remote monitoring setup be completed by this time next year.
2. Circulation was up in December 2018 with the Wilder Club showing a 45% increase over 2017.
3. The library staff recommended adding the Kanopy streaming service to its online presence. Proposed soft rollout in coming months with larger promotion coordinated with Friends appeal in May.
4. Dave Izzo is applying updates to the website by implementing upgrades and working with improved templates. It was discussed exploring premium WordPress templates (e.g. Graphene) as well.
5. Kate noted that Rick will begin replacing the tile in the hallways and had replaced a number of interior bulbs.

Motion to approve director's report was unanimous.

Merrilyn noted there had been no additional information re narcan and defibrillators from the Hartford Police. Further information regarding a potential donation for the acquisition of defibrillators was needed.

Meeting was adjourned at 6:14PM.

Next meeting of the board is scheduled for February 11, 2019 at 5:00PM.