

Whitingham Free Public Library
Municipal Center
Jacksonville, Vermont

Board of Trustees Meeting Minutes (Draft)
October 1, 2014

The meeting was called to order at 7:14 PM by Tyler Colford. Present were Trustees Tyler Colford, MA Johnson, Anna Ryan, Douglas Parkhurst. Wendy Pratt, who has been recommended to the Whitingham Select Board to a fill a trustee vacancy, was also present. Absent were Trustee Kim Hicks and Library Director Kristine Sweeter.

No members of the general public were present.

The minutes of the meeting of September 3, 2014, were reviewed. Anna Ryan moved to accept the minutes and MA Johnson seconded. The minutes were accepted by vote of the Board.

The written Librarian's Report of October 1, 2014, was reviewed. Anna Ryan moved to accept the report and MA Johnson seconded. The report was accepted by vote of the Board.

Old Business: A letter to the Whitingham Select Board prepared by Tyler Colford and recommending Wendy Pratt to fill the trustee position left open by Kris Berberian's resignation was reviewed. Anna Ryan moved to approve the letter and forward the same to the Whitingham Select Board and MA Johnson seconded. The motion was approved by vote of the Board.

Old Business: A letter to the Whitingham and Halifax Select Boards prepared by Tyler Colford and detailing Library activities of the past year was reviewed. Anna Ryan moved to approve the letter and forward the same to the Whitingham and Halifax Select Boards. MA Johnson seconded. The motion was approved by vote of the Board.

Old Business: Discussion commenced regarding the Library Director's Review. Douglas Parkhurst moved that the Board go into executive session to discuss this employee evaluation and MA Johnson seconded. The Board voted to go into executive session at 7:32 PM. At 7:52 PM MA Johnson moved to end the executive session with second by Anna Ryan. The Board voted in favor and the executive session ended. Anna Ryan moved to add a new category to the Library Director's Review this year, regarding the recent library renovations, and Tyler Colford seconded. The motion was approved by vote of the Board. MA Johnson moved to accept the completed Library Director's Review for 2014 and Tyler Colford seconded. The Library Director's Review for 2014 was approved by vote of the Board.

Old Business: Planning for the upcoming Library Book Sale at the Municipal Center was discussed. Set up will be on Thursday, October 9, starting at 3:00 PM. The sale will take place on Friday, October 10, from 4:00 to 7:00 PM; Saturday, October 11, from 9:00 AM to 2:00 PM; and Sunday, October 12, from 9:00 AM to 12:00 noon. Clean up will follow on Sunday afternoon. Some books for the sale are being stored at Kris Berberian's house and these will be brought to the library over the weekend of October 3-5.

New Business: Wendy Pratt was welcomed to the meeting by the trustees present.

New Business: Library Director Kristine Sweeter is recommending some changes to Library Policy and By-Laws. Brief discussion of these changes ensued. Tyler Colford moved that consideration of these proposed changes be deferred to a future meeting of the Board. Anna Ryan seconded, and the motion was approved by vote of the Board.

Tyler Colford then moved to adjourn the meeting and Douglas Parkhurst seconded. The motion was approved by vote of the Board and the meeting adjourned at 8:29 PM.

Minutes recorded by Douglas Parkhurst in the absence of Kim Hicks.