

MONTGOMERY TOWN LIBRARY UNOFFICIAL MINUTES  
November 14, 2016

Present: Cheryl Wisell, Rita Kalsmith, Marijke Dollois, Jane Presler  
Library director - Marlene Stewart  
Guests - Amanda Starr, Sebastian Araujo

Marijke called the meeting to order at 6:38 PM.

No changes were made to the agenda.

The warrants were circulated for signatures.

October 10, 2016 Minutes were accepted, being moved by Cheryl and seconded by Rita.

The two guests were moved to the top of the agenda:

1. Amanda requested that the library host a table at the Christmas party and that the Trustees provide some financial support. \$150 was unanimously approved, being suggested by Marijke, moved by Jane and seconded by Rita. The Trustees also agreed to host the cupcake decorating table at this year's Christmas party, to be held at the MES on Saturday December 3rd from 2 - 4 PM. Rita and Jane volunteered to organize and manage the table and hope that other Trustees will join them. It's a lot of fun! Bright Futures is not providing financial support for this year's party so the Recreation Center is also contributing funds. All agreed that a list of all community supporters should be provided, giving the library "top billing."
2. Sebastian had two requests: first, that library volunteers and the Board of Trustees have a "get together" on an annual or semi-annual basis to better know each other and discuss various questions that arise in the course of our shared library work. All agreed that the meeting will be on January 14 at 2:30 PM at the library. Tea and cookies will be available. Second, Sebastian suggested that the library host a holiday party and invited us to have the party at the MCA. All agree that the Holiday party will be held on December 11 at 3 PM at the Montgomery Center for the Arts (MCA). The community is invited! Organizational details will be discussed at a future meeting.
3. The financial report was discussed at length. Reconciling expenses has been problematic for a while due to the lack of regularly updated monthly figures from the Town Office. Marijke will talk with one of the bookkeepers to see if they can help out. Meanwhile, spending is tracked by our director and although we are overspent in the books and DVD lines, we are underspent in other lines so we are overall within budget. Beginning next year Marlene will use Excel (or some suitable program) to create and manage a reliable and current record of income and expenses against the 2017 budget in the event that the problem in the Town Office is not fixed.

4. The Director's Report was unanimously accepted, being moved by Rita and seconded by Cheryl, Marijke commenting that it was "excellent as usual." Marlene reported on two matters in addition to her written report: that the Green Mountain Library Consortium exacts a fee for use of their service. Details are forthcoming but the unanticipated expense will be taken out of the budget's Library-Subscriptions line (\$700) which is underspent (\$130 approximately). The second matter was an update on the candidate for the SCSEP (program funds are provided by the State of VT) who will begin work (20 hrs/wk) in the new year. Note: This program is not funded indefinitely.

5. Shelving in the children's section is complete. More shelving will be ready early next year. It is also being built by Robert Gendron at an approximate cost of \$700. Another (free) bookcase is in the process of being donated by the elementary school.

6. Audubon print: Sue Wilson will bring the print to a reliable appraiser in New Hampshire during her Thanksgiving travels, as earlier discussed. Thank you, Sue!

Adjourn - Jane moved, Cheryl seconded and all agreed to adjourn at 7:40 PM.