

MILTON PUBLIC LIBRARY
TRUSTEE MINUTES
APRIL 2, 2013

Present: Jennifer Dooley; Scott Murphy; Tom Frank; Gail Wixson; Tracey Hempstead; Shelly Hitchcox; Veronica Valz

Call to order

The meeting was called to order at 5:58 PM.

Reorganization of Board

Wixson nominated Dooley to be chairperson; Frank seconded. All in favor; none opposed. Motion passed. Dooley elected Board chair.

Dooley nominated Wixson to be vice chair; Frank seconded. All in favor; none opposed. Motion passed. Wixson elected Board vice chair.

Dooley nominated Valz to be treasurer; Wixson seconded. All in favor; none opposed. Valz elected Board Treasurer.

Wixson nominated Hempstead to be secretary; Frank seconded. All in favor; none opposed. Hempstead elected Board secretary.

Approval of March 5, 2013 minutes

Frank made a motion to accept the minutes of the March 5, 2013 meeting as written; Wixson seconded. All in favor; none opposed. Motion passed.

Friends of the Library report

Hitchcox reported that the popcorn popper has arrived. She is working on getting letters out to members of the Colchester/Milton Rotary members regarding donations.

Director's report

On file at library.

Highlights:

The time capsule for Milton's 250th anniversary will be housed in the library.

Kindles are lending well. The Paypal account is ready.

April is National Autism Month. Each month a different cause will be highlighted.

The Star Wars program was attended by 80 people, including 20 volunteers.

Author book signing and reading will be held April 27th at the library; sales to follow at Sampler B&B.

Railroad presentation on May 18th.

Vermont Wildlife Rescue program on April 24th.

Additional research being done on possible technology offerings.

Collection overview: cataloging is ongoing. Overdue and lost items were discussed.

Catalog clean-up continues

Library usage surveys are ready to go. Murphy will send a letter to the editor of Milton Independent.

Library mission statement and core values were discussed. Frank made a motion to accept the mission statement and core values as written; Wixson seconded. All in favor; none opposed. Motion passed.

Treasurer's report

No change from previous report.

Old business

Non-resident card charge tabled.

New business

Strategic Plan mission statement and survey update – see above

Executive session – personnel

The Board went into executive session to discuss personnel at 6:56 PM. The Board came out of executive session at 7:29 PM. As a result of executive session, Frank made a motion to end the six-month probation period of the director and to convert Murphy to a permanent employee ; Hempstead seconded. All in favor; none opposed. Motion passed. Frank made a motion to compensate Asst Library Director Kathy Dulac for additional hours worked as director (not previously addressed) before the current director was hired; Valz seconded. All in favor; none opposed. Motion passed.

Next meeting

The next meeting is scheduled for Tuesday, May 7, 2013 at 6:00 PM.

Adjournment

Wixson made a motion to adjourn meeting; Frank seconded. All in favor; none opposed. Motion passed. Meeting adjourned at 7:50 PM.