

MILTON PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
FEBRUARY 2, 2016

Present: Veronica Valz; Jennifer Dooley; Meghan Bellavance; Shelly Hitchcox; Tracey Hempstead; Gail Wixson; Kathy Dulac; Tom Frank

Call to Order: The meeting was called to order at 6:01 PM.

Agenda Adjustments: None

Public Forum: None

Approval of Minutes: Valz made a motion to accept the minutes of the January 5, 2016 meeting as written; Frank seconded. All in favor; none opposed. Motion passed.

Friends of the Library Report: Hitchcox reported the annual Chilifest will be Sunday, February 14, 2016. The Friends will sponsor a bake sale to be held during Winterfest on Friday, February 12, 2016. The Friends will also hold a bake sale on Town Meeting Day, Tuesday, March 1, 2016. Hempstead suggested the possibility of The Friends taking over the purchase of the library's Costco membership. Discussion followed.

Director's Report: On file at the library.

Highlights:

Circulation was up in January over the same period last year.

Door count was up.

Bellavance has started the long overdue inventory. Weeding of materials continues.

Adult programs in January: 22 held; 144 adult attendees.

Children's programs in January: 38 programs; 582 attendees.

Bellavance reported the library has spent 56% of its budget.

The issue with the printing contract appears to be resolved.

Discussion was held on the current budget situation. Library budget will be \$5000 less than presented to the Select Board.

Purchase orders #51686-51701 were reviewed and signed off on by Trustees.

February will be a busy month for library staff outside the library.

Bellavance reported the library was incorporated in 1898.

Inventory of adult fiction is on-going.

Inter Library Loan courier system is up and running and appears smooth.

Treasurer's Report: Valz reported she had deposited funds from December and January.

Old Business: FY '17 budget was discussed.

New Business: Dooley suggested the library sponsor “Little Libraries” around town and presented a flyer for charging stations.

Next Meeting: The next meeting will be held Tuesday, March 1, 2016 at the Milton Public Library at 6:00 PM.

Adjournment: Wixson made a motion to adjourn; Hempstead seconded. All in favor; none opposed. Motion passed. Meeting was adjourned at 7:35 PM.