

**MILTON PUBLIC LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES
FEBRUARY 6, 2017**

Present: Tracey Hempstead; Tom Frank; Gail Wixson; Jennifer Dooley; Veronica Valz; and Meghan Bellavance

Call to order: The meeting was called to order at 6:13 PM.

Agenda adjustments: None

Public forum: None

Approval of minutes: Frank made a motion to accept the minutes of the January 4, 2017 meeting as written; Hempstead seconded. All in favor; none opposed. Motion passed.

Friends of the Library report: None

Director's report: On file at Library

Highlights:

Bellavance gave notice that she intends to resign her position at the end of March 2017.

Bellavance reported that the door count was looking good.

The adult tea party held in January was a big success. Attendance was capped at 16 and there was a waiting list.

The adult book club and coloring club continue to meet.

The library has received much positive press lately by the Burlington Free Press and Buyer's Digest.

Thirty-one children's programs were held in January with 460 attendees.

Dad's Day Derby was a big success.

Children's librarian Kathy Dulac will be taking part in a home schooling program workshop.

Dulac is involved with the Promise Community Grant given to the Town of Milton to help children get ready to attend school.

Bellavance reported the library's budget was approved by the Select Board.

Bellavance reported on upcoming staffing opportunities.

Purchase orders: Trustees reviewed and signed off on purchase orders 51865-51876, from January 17 to February 2, 2017.

Treasurer's report: Nothing to report.

Old business: As mentioned above, the library budget was approved.

New business: Trustees reviewed the Library Director's job description. Dooley will post the director's job opening on the Vermont Library Association's website.

Next meeting: The next meeting will be held on Tuesday, March 7, 2017 in the Library's meeting room at 6:00 PM.

Adjournment: Wixson made a motion to adjourn; Frank seconded. All in favor; none opposed. Motion passed. Meeting was adjourned at 7:25 PM.