

**MILTON PUBLIC LIBRARY
BOARD OF TRUSTEES
JANUARY 3, 2017 MINUTES**

Present: Kathy Dulac; Tom Frank; Tracey Hempstead; Veronica Valz; Jennifer Dooley
Absent: Gail Wixson

Call to order: The meeting was called to order at 6:02 PM.

Agenda Adjustments: None

Public Forum: None

Approval of Minutes: Frank made a motion to accept the minutes of the December 6, 2016 meeting as written; Valz seconded. All in favor; none opposed. Motion passed.

Friends of the Library Report: None

Acting Director's Report: On file at Library

Highlights:

Dulac presented the Library statistics for December 2016.

Dulac reported there were 22 adult programs with 138 attendees; 28 children's programs with 573 attendees. The Traveling Storyteller and Happy Noon Day programs were big hits.

Dulac reported on upcoming programs.

Staff coverage is working well and the Library has many new volunteers.

Director Bellavance will be returning on January 17, 2017 after being out on family leave.

Dulac will attend the Select Board meeting on January 4, 2017, accompanied by Dooley. The Milton Town Manager recommended that senior staff attend.

The town's finance office sent the Library an asset list. Dulac will see if the list is up-to-date.

Grant agreements are due to the Dept of Libraries (DOL) for the inter-library loan (ILL) courier service.

Library standards are due January 6, 2017.

The stats for the Town Report are due January 13, 2017.

The staff has asked for a review of ILL and teacher status renewals.

Milton Public Library will be hosting the DOL Summer Reading Workshop for northern VT in March.

Two staff members have been working on a game section.

Review Purchase Orders: Trustees reviewed and signed off on purchase order 51856-51864, dated December 1-22, 2016.

Treasurer's Report: No change.

Old Business: Budget FY 2018, Trustee vacancy for 2017.

New Business: None

Next Meeting: The next meeting will be held on February 7, 2017 at 6:00 PM at the Library.

Adjournment: Valz made a motion to adjourn; Frank seconded. All in favor; none opposed. Meeting adjourned at 6:40 PM.