

**MILTON PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**MINUTES OF SEPTEMBER 1, 2015**  
**DRAFT**

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

**Absent:** Gail Wixson

**Call to order:** The meeting was called to order at 6:08 PM.

**Agenda adjustments:** Hempstead requested revisitation of discussion of planters for back room.

**Public forum:** None

**Approval of minutes:** Valz made a motion to accept the minutes of the August 11, 2015 meeting as written; Hempstead seconded. All in favor; none opposed. Motion passed.

**Friends of the Library report:** Hitchcox report there will be a meeting on September 9<sup>th</sup> to discuss the annual basket raffle. The bookmobile needs repairing.

**Director's report:** On file at Library

Highlights:

Circulation is up over the same period last year.

Programs and attendance are up over last year.

Library was awarded a Maker Space Grant. To be used to combine technology and crafts.

FY 2017 budget was discussed, priorities, new staff, wages.

Upcoming programs: estate planning; beer making; dog behavior; parenting workshop; writers' workshop.

Dulac is planning a Saturday drop-in story time for toddlers.

Trustee discretionary fund was discussed. As a result, Dooley made a motion to allocate \$1500 maximum each fiscal year to the library for the purchase of replacement items; Frank seconded. All in favor; none opposed. Motion passed.

Bellavance has reviewed the library's social media policy and found no revision is necessary at this time.

Library is currently seeking another part-time employee.

There will be a library presence at the upcoming PATCH meeting and activities fair.

**Treasurer's report:** Valz reported the auditors have returned the library's books. No major change in balance.

**Old business-purchase order review:** Purchase orders #51611-51628 were reviewed by trustees and signed off. Planters for back room for air quality were discussed and Bellavance will look into different solutions.

**New business-FY 2017 budget:** FY2017 budget was discussed and Bellavance will continue to fine tune.

**Next meeting:** The next regularly scheduled meeting will be Tuesday, October 6, 2015 at 6:00 PM in the back room of the library.

**Adjournment:** Frank made a motion to adjourn the meeting; Dooley seconded. All in favor; none opposed. Motion passed. Meeting adjourned at 8:05 PM.

Respectfully submitted,

Tracey Hempstead  
Secretary