Present: Jennifer Dooley, Gail Wixson, Tom Frank, Veronica Valz, Meghan Bellavance

Absent: Tracey Hempstead, Kathy Dulac

Call to order: The meeting was called to order at 6:06 PM.

Agenda adjustments: None

Public forum: None

Approval of minutes: Wixson made a motion to accept the minutes of the August 2, 2016 meeting as written; Frank seconded. All in favor; none opposed. Motion passed.

Friends of the Library report: None

Director's report: On file at Library

Highlights:
- Circulation stats for August were OFF THE CHARTS! Circulation up 700/Door Count up 1500/Computer Usage up 160
- Zinio usage was down for the month-time to reevaluate cost vs. use. Anecdotally, people who use it LOVE it!
- 20 Adult Programs offered, Canning, Bridge, Mah Jong
- Positive PR-Two features in the Independent
- Children’s Stats will be updated next month, Kathy is on bereavement leave
- Rec Guide for Fall out, we are featured on back
- Featured programming, Kelly Robie/Jewelry Making/Humanities Council & VT Reads
- Children-STEM Grant Programs
- Infant Story Time being revamped
- Staff schedules all done through January for MB leave
- Background Check Policy Review-tabled until next month
- Meghan prepping for maternity leave, approx. Oct 21-Jan 23
- Wixson made motion Meghan may return at 80% salary/benefits following her 12 week FMLA leave depending on childcare & family situation. Frank seconded. All in favor; none opposed. Motion passed.
- Finances, spending is on target, Meghan is checking on some reallocation of numbers in PT salary line that looks like it needs to fixed from Town accounting.
- Budget is being reviewed in prep for FY18.

Review of purchase orders: Purchase orders for August (#51803-#51830) were reviewed and signed off by trustees.

Treasurer’s report: Made two deposits, balance similar with check written for Costco renewal of membership for October.

Old business: Discussed how public & staff responded to Summer hours being reduced to cover deficit.

New business: None

Next meeting: ***Please note*** The next meeting will be held on Thursday October 6, 2016 at 6:00 PM in the Library due to scheduling conflicts.

Adjournment: Wixson made a motion to adjourn; Dooley seconded. All in favor; none opposed. Motion passed. Meeting adjourned at 7:23 PM.