

MILTON PUBLIC LIBRARY
TRUSTEE MINUTES
NOVEMBER 5, 2013

Present

Scott Murphy; Tom Frank; Veronica Valz; Tracey Hempstead; Gail Wixson; Jennifer Dooley; Emily Williams; Shelly Hitchcox; Bonnie Pease

Call to order

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

Public forum

None

Approval of October 8, 2013 minutes

Valz made a motion to accept the minutes of the October 8, 2013 minutes as written; Hempstead seconded. All in favor; none opposed. Motion passed.

Friends of the Library report

Hitchcox reported the annual basket raffle fundraiser is underway. Twenty-two baskets have been donated. She discussed a possible Giving Tree appeal. Hitchcox and Williams attended the annual Friends/Trustees Conference this year. Milton Public Library won a Kindle Fire. Hitchcox requested if anyone knew of any possible grants she could apply for on behalf of the library to let her know.

Director's report

On file at the Library.

Highlights:

Murphy led a discussion on the Confidentiality of Library Patron Information policy. Changes in the policy were discussed. Hempstead made a motion to accept the Confidentiality of Library Patron Information policy as amended; Frank seconded. All in favor; none opposed. Motion passed.

Circulation/patrons

Programs and activities – Life in a Jar, a VT Council on the Humanities program, drew 55 participants with excellent reviews.

Building Management

Technology/Equipment – 2 computers were purchased by the Log Me In programs for the electronic purchase order system. Training to follow. Boopsie app was discussed.

Collection overview – digitized adult suggestions on a spreadsheet

Staff and volunteers – all staff and volunteers will have to sign off on the Confidentiality of Library Patron Information policy.

Goals – state standards are due Nov 19th

Other – budget discussions; increase of library hours as requested by the majority of respondents to the Library's summer survey.

Treasurer's report

Valz reported material replacement money and two donations were deposited.

Old business

Ongoing discussion of the proposed Town of Milton charter change as it affects the Library. A Memorandum of Understanding (MOU) by and between the Town of Milton and the Milton Library Board of Trustees, fashioned on the MOU by and between the City of South Burlington and the South Burlington Community Library Board of Trustees, was proposed and discussed. Wixson made a motion to submit a copy of the MOU by and between the Town of Milton and the Milton Library Board of Trustees as written and amended, to the Town of Milton Selectboard; Valz seconded. All in favor; none opposed. Motion passed. Dooley will submit a copy of the MOU to the Selectboard members.

The next public forum to discuss the proposed charter change will be Monday, December 16, 2013 at 6:00 PM.

New business

A discussion was held on the proposed Library budget for FY 2014-15. Dooley made a motion to accept the 3.1% increase for FY 2014/15 to present to the Selectboard; Frank seconded. All in favor; none opposed. Motion passed.

Adjournment

Wixson made a motion to adjourn; Hempstead seconded. All in favor; none opposed. Motion passed. Meeting adjourned at 8:24 PM.

Next meeting

Tuesday, December 3, 2013.