

**MILTON PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**MINUTES OF JUNE 2, 2015**  
**DRAFT**

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

**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 May 12, 2015 meeting as written; Hempstead seconded. All in favor, none opposed. Motion passed.

**Friends of the Library report:** Hitchcox reported the Friends had donated money for the memoir workshop, a Kindle for the summer adult reading program and had purchased two Shelburne Museum passes.

**Director's report:** On file at library.

Highlights:

Bellavance had spoken with the Milton Police Department about overdue collections and was concerned about confidentiality. Rob Geisler from the VT Department of Libraries said confidentiality was not an issue.

Most programs continue to be well attended.

A problem patron was discussed. It appears issue has been resolved.

Every Milton elementary and middle school student received a copy of the summer activities program. Sign up for programs is now at the library, not online.

The VT Library Association is sponsoring a 'passport' to VT libraries to encourage visits to other libraries throughout the state.

The issue of ants appears to be clearing up.

Bellavance is contemplating creating a quiet nook for patrons in anticipation of the summer crowds.

Copyright issues were discussed. Bellavance put signs concerning copyright laws at the computer stations.

Director continues to spend down budgeted funds.

Library still has a part-time opening. Director is eliciting feedback from other part-timers about hours. New part-time employee is working out well.

Performance reviews are due and hourly wages were discussed.

Lesley is working on updating materials on Millie. Millie will be at the Milton Farmers' Market starting June 4<sup>th</sup>.

Bellavance is rebalancing the Zinio accounts and considering changing offerings.

Bellavance has requested software through Tech Soup.

**Treasurer's report:** Valz wrote one check to the Farmers' Market for bags; same as last year. Has pending deposit for material replacement.

**Old business:** None

**New business:** Personnel Action Record review. Frank made a motion to go into executive session to discuss personnel; Wixson seconded. Board went into executive session at 7:01 PM. Board came out of executive session at 7:10 PM.

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

**Next meeting:** The next meeting will be held Tuesday, August 11, 2015 at 6:00 PM in the library's community room.