

GEORGE HOLMES BIXBY MEMORIAL LIBRARY

Minutes of the Meeting of the Board of Trustees

05 February 09

Attending: Andy Paul, Chair, Nancy Hibbard, Paula Hunter, Gloria Normile, Mike Petrovik, with Carol Brock, Director

The meeting was called by the Chair at 7:10.

The minutes of the January meeting were approved as distributed with thanks to Gloria for her pro tem work.

There was no Treasurer's report. However Paula did report that all the documentation for audit had been submitted on time, and that there was no further building fund distribution.

Announcements: The Chair has received a letter from the Frankestown Garden Club stating that an offer of \$300 for a Library project had been withdrawn. Andy will respond. Paula assured us that we owed nothing. Andy has submitted text for the Town's Annual Report.

Librarian's Report: Carol reported that 312 patrons had circulated 282 fiction and 40 non-fiction books, 77 magazines, 15 audio tapes, and 9 video tapes. We have one new patron, received 7 paperback donations, and collected \$7.60 for copies. A Women and Money program was held on January 26th. Maureen von Rosenvinge has left Waddel and Reed and is now self-employed.

The Chair noted that the weather and school closings had occasioned some extra Library closings in the past weeks. Inasmuch as Saturday is often the only day some patrons have free to use the Library, we should make every effort to be open during the hours advertised for Saturday.

Expansion/Renovation Update: Geo-thermal equipment has been installed in the 2nd floor bathroom; Mike noted that any code questions here must be addressed by Erica (Kuhn-Riddle). Electricians will be in the building for the next two weeks. Electric bills will be high due to heating, but we can find money within our budget. Paula recommends a quarterly tracking on our budget. March storage bill (less than \$300) will come from the operating budget.

Policy Review: Recommendations for policy on donated items update and revision were discussed. Andy will take recommendations and merge with existing policy for our vote at the March meeting.

After some discussion of staff holiday compensation, it was agreed that staff routinely working more than 20 hours a week will have paid holidays and "snow days." As a general rule, when schools are closed, the Library will be closed. However Library emergency closings will be at the discretion of the Director and will be posted. Section 7.3.2 of Library Policy will be redrafted and brought to the March meeting for vote.

There was no public comment. There was no further business.
The meeting was adjourned at 8:45 p.m.