

Members Present: Xan Gallup, Lisa Bozogan, Faith Reney, Barbara Chalmers, Alternate Lisa Meehan, Alternate Terri Jillson White, Director John Walden.
Members Absent: Rhonda Gurney, Tracy Nangeroni, Lois Gallup
Attendees: None
From: Barbara Chalmers

On the above date, those noted above met at the Library. **Bolded items** reflect summary of the discussion at this shortened meeting:

17 February 2009 meeting minutes were unanimously accepted.
Lisa M and Terri will replace Rhonda and Tracy as voting members for the meeting.
Lisa B moved to go into non-public session for John Walden's semi-annual review. Motion seconded, roll call vote was unanimous.
7:35 PM, Barbara moved to come out of non-public session, seconded, roll call vote unanimous.

1.0 Guests

- a. Betty Tatlock for The Friends: a/o Feb '09 Pending:
 - Board sign-up sheet for Friends Library Appreciation Week. Action by Betty
 - Friends Pancake Breakfast: 11 July.
 - Friends Plant Sale; May 16th or 23rd

1.1 Chair's Report

- a. Parking: a/o Sep'08 pending
Field verification of the library northerly property line pending. Rhonda to speak with Tony Bergeron on Thursday. Action by Rhonda & Tony Bergeron
John to add parking policy to website. Action by John
- b. Library Website Community Calendar: a/o Feb '09 pending:
Sample calendar on-line, implementation pending. Derrick is preparing a letter to community organizations to alert them to the calendar. A volunteer will do postings.
- c. HS Senior Project / ASK Program: a/o Feb '09 Pending:
High school senior student project with Library.
- d. Book Sale July 11th Planning: a/o Feb '08 pending:
Lisa B will reserve the gym, call about storage unit and tables. Action by Lisa B
Rhonda to coordinate poster about the Sunapee Day events. Action by Rhonda

1.2 Director's Report

- a. Library Use Statistics: February statistics pending. Action by John
- b. Community Survey: On hold.
- c. Library Blog: a/o Feb pending
Website conversion to blog format. Action by John and Steve Nielson.
a/o Oct '08 pending: Website library card applications. Action by John
- d. Middle School Library Advisory Group: **3 Mar: No update.**
- e. Amazon Kindel: **3 Mar update: John presented the 2 new Kindels and a draft Borrowing Agreement, based on one used at Hanover Library. Borrowing period will be 1 week, non-renewable. Motion to approve the agreement, seconded, vote was unanimous.**
- f. LS Bank "Penny a Page" Program: **3 Mar: No update.**
- g. Library Programs for 2009: **a/o 3 Mar '09:**
Vermont Earth Institute - Menu for the Future course to start March 12th.
Board program suggestions pending. Action by Board
John noted Rhonda suggested a Program Committee to assist John in set-up and implimention. John thinks this would be a good idea. Action by Board
- h. Museum Passes: a/o Oct '08 pending
John will request funding from Friends at their May meeting. Action by John

- i. Library Directory Update: **a/o 3 Mar '08: completed, distributed by email.**

- 1.3 Treasurer's Report
 - a. January Receipts & Payments and Trust & Fines Accounts: **3 Mar: pending.**
February reports to be presented at 17 Mar meeting. Action by Tracy
 - b. Contributions: Next quarterly report due at April's meeting.

- 1.4 Building Committee
 - a. John Penney presentation on green building technology: a/o Feb '08:
Barbara will set it up for late April or May. Action by Barbara

- 1.6 Update of Library Policies:
 - a. Investments: Approved policy to be submitted to State AG's office. Action by John
 - b. Long Range Plan & Mission Statement: Draft not yet written.
 - c. Personnel Policy: **3 Mar update:**
Board began review of draft.
Comments: Ethical Principals to be part of volunteers agreement. Confidentiality of patron records is in a separate policy. Educational Assistance: change information gathered at conferences to be shared with other staff at a staff meeting. Review to continue at next meeting. Action by Board
Lisa M will contact Trustees' Association lawyer regarding suggestions for amendment to Town policy format. Action by Lisa M
Barbara will research sample work place safety programs for Board review. Action by Barbara
 - d. Patron Service Policy: July draft review pending.
 - e. Wireless Internet Policy: July draft review pending.

- 1.7 Campaign Exploratory Committee
 - a. Committee Recommendation Status: **3 Mar Update:**
Terri reported Kathy Barger's responses to Board questions are in Trustee mailboxes.
Terri reported she met with staff to let them know where we are in the process. No decisions or recommendations to the full Board have yet been made.
Next meeting of the Committee: 10 March at 4 PM
 - c. Campaign Software: **3 Mar Update:**
Rhonda is working on the cross-checking file input with records. Action by Rhonda

Next Meeting: 17 March 2009, 6:30 PM at the Library.



17 March 2009