

LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
March 20th, 2018
Rose Room
6:00 P.M.
MINUTES

1. Meeting Call to Order at 6:06 PM:
Candy Bailey (acting chair), Nick Bellows, Lori Chick, Nat Goodspeed and Brian Sylvester, Director.
2. Public Comment (if needed)
No member of the public in attendance.
3. Acceptance of the Minutes of the February 20th, March 5th, and March 9th 2018 meetings: NB1, LC2, accepted.
4. Treasurer's Report
Fuel and electricity tracking as expected, overall expenditures at 70.9%, versus just shy of 77% last year at this time.
Collection budget spent for the year, down to trusts.
5. Friends of the Library Report
Special Trustees meetings collided with Friends meeting. Friends boosted available tickets from 80 to 100, number of amateur bakers from 11 to 13.
6. Communications from the Library Director
 - a. Buildings and Grounds
Roof has not leaked in the last several storms. However, the book drop suffered another collision and is badly damaged; it has been locked.
 - b. IT updates
Brian will meet with Sonja again next Monday. IT would like to replace WiFi access: current WiFi is off-the-shelf plugged into a gateway, which isn't wonderfully secure.
 - c. Upcoming programs: see agenda attachment
7. Old Business
 - a. Election of Vice Chair
Motion to appoint Candy Bailey as Vice-Chair: LC1, NB2, unanimous.
8. New Business
 - a. Updates on Safety and Security meetings
Brian has begun training staff on no-trespass orders and has updated forms to make them easier to file. There was a suggestion to print prefilled but unsigned PD forms for individual staff to reduce the paperwork burden per incident. Two of four bathroom locks have been updated. Brian is looking into creating a Security Guard position.
 - b. Conduct and Use policy revision
Motion to accept revision: LC1, NB2, approved.
 - c. Debt Collection Policy Adoption
Motion to adopt: NB1, LC2, approved.

9. Nonpublic Session Per 91-A: 3 II (a), (c), (d) and 91-A: 2 I (b), (c)
None
10. Other
None
11. Adjourn: NB1, LC2, adjourned at 6:59 PM.
Next meeting April 17th at 6:00 PM.