

October Library Trustees Meeting – October 15, 2019 at the West Fairlee Library

Present: Cat Spalding, Linda Boutin, Ann Downing

Guest: Grover Boutin

The meeting came to order at 10:05 AM.

The minutes from the September meeting were approved.

The trustees asked Grover to give his report. At the trustees' request, Grover had been working with EC Fiber and All-Access Infotech to improve the library's computer network.

Grover reported that Chris from EC Fiber said that he could give the library a no charge deal for connection and monthly service if we use our existing hardware, if we switch from Consolidated to EC Fiber for telephone and internet. After the switch is made, All-Access can complete the computer installation. Grover anticipates that everything will be completed before the end of the year.

Linda moved/Ann seconded to have Grover continue to work with EC Fiber to make the connection to start service by Thanksgiving. Motion passed.

Grover had some additional ideas to present to the board:

He suggested the library hold an open house on Town Meeting Day. The trustees were in favor of that idea. He also suggested the trustees include a line item expense of \$500 a month in their budget request. The trustees were not able to determine a reasonable budget request at this time. Grover will draft an IT plan for the library after meeting with All-Access. After giving his report, Grover left the meeting.

The trustees decided to work on the budget at the November meeting, after input from Viola, and from the town treasurer, Joe MacPherson.

Linda suggested trying to get library volunteers, so that the library could be open more hours. The other trustees were generally agreeable to the suggested, but were not sure how to implement it.

There was some discussion about how the library could better serve the community. Some ideas were to post a survey on listserv, or hand out something at recycling.

The edited version of "Mission and Policies of the West Fairlee Free Public Library" was presented to the trustees. The trustees informally approved the edited version. Ann will give a

copy of the edited version to Viola for her input. After the updated version has been approved, a copy can be filed with the state. The policies should be reviewed annually.

The trustees noted that Viola had mentioned that Brittany Cray might be interested in being a library trustee. Ann will ask Viola, if Brittany is still interested.

It was again suggested that the library trustees sometimes meet in the evening, maybe when the library is open, so that Viola, and possibly Erin can attend. Ann suggested that since she works evenings, another trustee could take notes at an evening meeting.

The next trustees meeting was set for November 19 at 10AM at the library.

Meeting adjourned at 11:10 AM.

Respectfully submitted,

Ann Downing, secretary