Craftsbury Public Library
Board of Trustees Monthly Meeting
October 1, 2018

Present: Lise Erickson, Susan Flynn, Kristen Fountain, Aliena Gerhard, Don Houghton, Barb Strong, Saul Trevino; Susan O. Connell (librarian)
Absent: Polly Allen, Jacob Fritz, Ned Houston

Minutes: Don made a motion to approve the September minutes; Saul seconds; Approved.

Librarian’s Report:
- Ireland Trip Fundraiser: This was the biggest event last month and Susan O. will talk about it later in the meeting.
- Internet: Susan O. returned from her trip to Ireland to significant issues with internet service. Speed had slowed to a crawl, one-hundredth of what the library is supposed to receive. The entire section of town seems to have been experiencing problems. The library also receives service from New England Wireless (NEW), so the entire building was transferred to that line. However, then the printer no longer worked. So Susan purchased a new printer, which also didn’t work with the NEW router, so was returned. The library looks forward to its new fiber connection. Kristen said she understood that should be coming in the next few weeks. The availability of the fiber connection for others to sign up was discussed. Kristen said she believed the new provider Kingdom Fiber would be doing a marketing push as soon as issues with a service connection in Hardwick were resolved.
- Courier Service: inter-library loan courier service begins next week. We were able to participate after seeking a joint account with the Craftsbury Schools, Sterling College and the Albany Public Library. This should take the place of using the US Postal Service, and cost significantly less per order for shipping. It is also expected to save time in processing the orders. Susan O. will be tracking how much of the courier service comes from CPL. The cost of the service will be distributed according to use, and we are expected to be the biggest user.
- REACH: With the start of the school year, Jen McKenzie is running the REACH afterschool program again. This is a great partnership with the school and helps bring children and families into the library.
- Audiobooks: Susan O. has received a grant from the Craftsbury Community Fund to purchase rigid plastic cases from a supplier she found in which we can store the audio books. Library editions that come in these cases are much more expensive, so we have generally purchased the flimsier commercial editions. This will give us greater protection for the CDs and provide a longer life.
- Vermont Department of Libraries is now located at the Vermont History Center building in Barre. They will be having an open house on October 19th between 1-4 p.m. at their new location.
Treasurer’s Report:
- Investments: Susan F. reported that our investment portfolio is on track. The investment committee is scheduling a conference call with our finance manager to discuss the status.
- Budget: We are well within our budget projections. We should receive one or two more transfer of funds from the Town before the end of the year. One larger expense upcoming are taxes due on Nov. 15.
- Executive Session: Susan F. requested one at the end of the meeting to discuss personnel compensation.

Barb made a motion to approve the Treasurer’s report; Saul seconded. Approved.

Committee Reports:
Fundraising/
- a) Ireland Trip: Lise (who went on the trip) reported she thought it went very well. Craig O. came to assist and did the driving, which was extremely helpful for scheduling. Lise felt it was planned, managed and led very well by Susan O. and was a very reasonable price for the quality of the tour. Kristen asked if Lise and Susan O. felt that seven people was the right size for the trip. They said yes, though six might have allowed for a smaller vehicle. Susan O. said she and Craig would be happy to do the trip next year. She believes there would definitely be enough interest from community members in participating. Susan O. and F. are still reviewing receipts, but it seems that the trip raised even more funds than expected. This is likely to average out over several years to the number anticipated. It provides roughly an equivalent amount to our other annual fundraisers (Barn Dance, Book Sale, Plant Sale, Antiques & Uniques)
- b) Barn Dance: This will be discussed in more detail at the meeting next month. Lise is going to try to begin organizing this earlier in the year to make the event more streamlined.
- c) Annual Appeal Letter: The board agreed that Ned should pen the letter this year as usual. Board members will assist with notes and signing.

Nominating/
No sitting board members have a term that is up this year, so there is no need for action. There currently is not a regular schedule for board members joining and leaving the board. Last year, for example, we had four new board members join. This year, there are none. This is because it frequently happens that people are unable to complete their full four-year term of board service. Changing the length of terms would require a bylaw change. Susan O. said it’s been her experience that people step down irregularly with such regularity that it is not worth the effort to get back on a cycle.

Executive Session:
Kristen made a motion to go into Executive Session; Aliena seconded. Susan O. left. Barb made a motion to come out of Executive Session; Saul seconded.

Don made a motion to adjourn. Susan F. seconded. Meeting adjourned.