

West Hartford Library Trustees  
West Hartford Library  
March 21, 2018

Present: Judith Roberts, John Newton, Harry Dorman; Director: Sand Cary; Guest: Alice Hazen

The meeting was called to order at 6:00 and the Pledge of Allegiance given.

Public Comments: none

Secretary's Report: Upon motion duly made and seconded the draft minutes of the January 17, 2018 meeting were approved.

Treasurer's Report; Newton reported that as of 3/19, there remained a balance of \$21,999.04, and that expenses were 53% of those budgeted. A good report given that at least 67% of the year has expired.

Friend's Report: none

Director's Report: Cary apologized for not having statistics current. She will distribute them within the next couple of days. She noted the Community Room usage with the addition of a Japanese Exchange program. She also reported that a professional organizer, Max, will be presenting at the Library later this month. She expressed thanks for the continued support of the Friends : framing vintage photographs [with donation from David Chambers], interest in sponsoring a mural, potentially assisting in additional shelving and continued sponsorship of VINS passes. Cary reminded the Board that she continues to work to receive certification as a librarian. The VT State Library System is now offering many more classes. She noted that she and Roberts had picked up over 375 free books from the state library in Montpelier [value \$4-5000]. She will incorporate them into our collection. She reported that the State Trustee Coordinator is available to visit with trustees. Cary was asked to coordinate such a visit with the Board. She noted a recent change to the processing of her time card [now to S. Hausler] causing concern as to why. Dorman will forward a note to Hausler asking for an explanation, as his department is not responsible for her budgeting. Cary noted that the implementation of the inter library loan system will require submission of a grant which, when accepted will provide a single payment. Therefore the ongoing costs will be absorbed by the Library until the payment is received. The Friends have agreed to support the other half of the cost not paid by the state. Cary suggested that a mural on the entrance wall would beautify and enhance the entryway. The Board, after motion duly made and seconded, authorized Cary to engage an artist, determine the cost, and obtain Town approval before returning for final authorization. The Board walked the floor and reviewed opportunities to add some shelving. After discussion, the Board, upon motion duly made and seconded, voted to authorize Cary to pursue additional shelving, and the costs, as she envisioned, subject to final review by the Board. With the recent adjustment to the minimum wage in VT, The Board, upon motion duly made and seconded , voted to increase the hourly rate for temporary employees of the Library to \$11.00, effective immediately.

New Business: none

Other Business: Roberts noted her recent activity to recruit vendors to the Farmer's Market this summer – previous vendors, list serves of Hartford and Sharon. She reached out to others to help. Another 3 or 4 vendors would be very helpful.

Upon motion duly made and seconded, the meeting was adjourned at 6:55. The next meeting will be on April 18, 2018 at the West Hartford Library. Should that fall into a school vacation week and not enable all to attend, the next best date would be April 11.

Respectfully Submitted,  
Harry Dorman, Secretary

These are draft minutes, subject to approval