

DOROTHY ALLING MEMORIAL LIBRARY
TRUSTEE MINUTES FOR NOVEMBER 19, 2018

UNAPPROVED

Present: Karla Karstens, Steve Perkins, Charity Clark, Diane Downer, Brian Goodwin, Barbara Mieder; librarian Marti Fiske, technical services librarian Allison Benwitt

Absent: Jude Hersey

Secretary's report: The secretary's report was approved.

Treasurer's report: Karla Karstens reported no new transactions.

Friends of the Library report:

- The holiday decorating party will be December 1 at 10:30.
- The Friends have hired two teens to help Marti pack and wrap books to be shipped to Thrift Books. These are books that would have gone to this year's book sale, and shipping them frees space in the library basement.

Staff report:

- Allison will be taking pregnancy leave for twelve weeks at the end of March.
- She is continuing with her work of processing all new library materials (books, magazines, music, etc.)
- She attended a cataloging "un-conference" in October with other members of the VOKAL libraries.
- WOWBRARY has simplified her job working with the newsletter.

Budget report:

- The target is 33% and everything looks good.

Librarian's report:

- Statistics: Everything looks good with the usual ups and downs.
- The library has instituted longer computer times (a change from 60 minutes to 90 minutes) which might affect future numbers.
- Hoopla is providing a third source for audiobooks and eBooks.

Old business:

- A. Strategic plan: There was robust discussion of the first draft of the plan. Marti will work on revisions before the next meeting when it will be discussed again.
- B. Narcan training: Our insurance company prefers that we not administer Narcan. The fire department is only 1 ½ miles away, and they are trained in the use of Narcan. The police are usually the first responders to the library, and every police officer has Narcan.
- C. Operating budget: The budget has been discussed with the Town Manager who did not propose any changes. The Selectboard's goal is to have all budget

hearings during the month of December, but at the moment our budget stands as presented.

New business:

There was no new business.

Adjourn: The meeting was adjourned at 8:20.

Next meeting: December 17, 2018, at 7 p.m.