

Mary L. Blood Library Trustees' Meeting Minutes
OCTOBER 27, 2016

Present: Trustees Tom Kenyon, Richard Beatty, John Cocke, Edson Pierce and Chris Wagner; Librarian of the Mary L. Blood Library Jennifer Rathburn Tobias

Meeting commenced at 4:08 pm.

John asked the status of advertising the librarian position. Tom said the advertisement had not been done. John stated the description should note it was for eight hours per week and would pay approximately \$17 per hours. It would ask applicants to submit their prior experience as a librarian and what were their qualifications. John thought we should at least advertise in the Vermont Standard and the Eagle Times. John will work on coming up with a job description for use in the ad. There was also some description on what work would be needed in the future.

Minutes of September 15, 2016, were considered and accepted.

Librarian's Report for October 27, 2016:

I have ordered, received and filed cards for 37 new books. In attempting to report them to the State Library I found that our Microsoft 2010 has expired and I will need a more computer literate person to help with the updating, renewing or whatever needs to happen to complete the process.

A box of the Vt. State Statute updates has also been filed.

We had a visit from one- time West Windsor resident, Frank Holland, who was here visiting his brother John's grave in the Sheddsville cemetery. He inquired as to whether there are any other markers in town dedicated to Vietnam Veterans. Recycle tub is full. May as well take the boxes of VHS videos, too, to further clear out the space for the bathroom.

Respectfully submitted, Jennifer Tobias

The Board discussed Microsoft 10 update and Tony will be consulted.

The Board decided to get rid of the VHS tapes and Tom will put a "free" notice in his West Windsor news in the Standard. Tom to process recycle bins.

Old Business:

(1) Tom noted he has recently heard from Corrections about the door and wall and work has commenced. They are in the process of getting matching oak for the new door.

(2) Tom noted yesterday the plumber was updated on the holdup of the restroom work and will start at the appropriate time but we would like another two or three weeks so he can finish a major project.

(3) We still have not found a magazine rack.

(4) John raised again the question of a fundraising. Chris and John will work on this. Chris is in charge of composing a letter. It was suggested a goal of \$10,000.

(5) It was decided we should consult with Tony to obtain an “automation estimate” from him.

(6) After further discussion, Dick moved and John seconded a motion to establish an “Automation/Technology Fund.”

New Business:

(1) Trustees discussed future needs of equipment such as computers and printers. More discussion at future meetings is planned.

(2) It was decided to investigate the status of ECFiber.

(3) Next meeting is at 4 pm at MLB Library on Thursday, November 17.

Meeting adjourned at 5:29.

Tom Kenyon, Secretary