

Brown Public Library  
Board of Trustees  
Minutes March 11, 2014

Present: Marsha Hoffman, Mark Combs, Julie Goodrich, Pamela Murphy, Ruth Ruttenberg, John Stevens, Kate Reilly-Fitzpatrick, Katie Wawrzyniak and Karen Grace.

Guests – Frank Plumley and Floyd Stewart

1. Call to order – John called the meeting to order at 5:00.

2. The following slate of officers was nominated by Ruth:

Chairperson – Katie

Vice Chairperson – Mark

Treasurer – John

Secretary – Julie

Seconded by Kate and unanimously approved.

The gavel was turned over to the new Chair – Katie.

3. Katie welcomed our new trustee Karen Grace.

4. Minutes of February 11, 2014 – The minutes were presented and reviewed. John moved acceptance, seconded by Kate and unanimously approved.

5. Treasurer's Report – The report was presented and reviewed by John. Julie moved acceptance of the report, seconded by Kate. All approved with John abstaining.

6. Library Director's Report – The report was presented by Pamela.

7. Friends of BPL Report – John had nothing new to report.

8. Old business –

Safety Regulation Review- Mark could not find the procedure. He is reworking a new one and will have it ready for the next meeting.

The Board agreed to replace the computers on a rolling basis to avoid the need for replacement of all computers simultaneously. This will be a Budget Committee item. The Board also agreed that no censoring software is needed on the computers. Mark moved approval of the Technology Plan and Internet Usage policy inclusive of some minor tweaks received from the Board members. Motion seconded by Karen and unanimously approved. Mark will email the updated policies to the Board Members prior to the next meeting. The Board also agreed with posting of the Internet Usage Policy to the website.

Discussion followed regarding the Volunteer and Staff Appreciation event. Suggestions are 4/27 from 2-4 at the Winery or 4/28 at the Community Room. Kate will contact the Winery to learn details.

9. New business –

A motion was made by Julie to approve the Library Budget for FY 2014-2015 as approved at town meeting, seconded by John and unanimously approved.

A motion was made by Mark to set the out-of-town fee at \$24, same as last year, seconded by Julie and unanimously approved.

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Carpet cleaning – Katie will contact town manager Rob to schedule the carpet cleaning at the library and report the water leak in the Community Room vestibule.

10. Next meeting assignments-

Katie will email the committee list to the Board Members. They should choose and respond with their preferred assignment(s).

Frank shared his story relating to the birdhouse his wife gifted him of which he donated to the Library for a raffle fundraiser. The raffle will occur at the annual book sale.

Floyd presented an updated overview of the computer system. Concerns were expressed relative to a disconnect between Floyd and Henry (IT Support person). Floyd is having difficulty reaching him. Mark will review the contract the Library has with Henry. He will call Henry and determine what the future holds. Mark will report back at the next meeting.

The board will celebrate Marsha's retirement with her at the Cornerstone in Barre on 4/22 at 6:00. Kate will call for a reservation.

At 6:15 the Board went into Executive Session for purposes of staffing and the 6 month interim review of the Library Director. John recommended a raise be granted the Library Director, effective with the next pay period. Karen seconded the motion and was unanimously approved.

With no further business the meeting adjourned at 6:45.

Next meeting is scheduled for April 8, 2013 at 5:00; location to be determined.

Respectfully submitted – Julie Goodrich