

### **Minutes of the Library Board of Trustees – July 19, 2016**

1. Meeting was called to order at 9:03 a.m. in the library. Those in attendance: Pat Levine, Chair; Frances Roth, Secretary; Betty LeGeyt, Trustee; and Library Director Karen Lindquist.
2. The trustees reviewed the minutes of the previous meeting on June 14, 2016 and they were approved unanimously with edits.
3. Director's Report: Read and accepted.
4. Weekend Circulation Position Update: Karen and Frances interviewed two candidates for this position and Martha Beyer was offered and accepted the position. She is now in training with the library circulation manager. Her start date was July 1<sup>st</sup>.
5. Director Evaluation: This evaluation will take place at the August trustees meeting.
6. 2017 Action Plan: Karen submitted her plan for 2017 indicating the work that has been accomplished on each item in 2016 and what her recommendations are for the coming year.
7. Piano: The piano is in need of repair. Karen will investigate the cost of having the work done.
8. Trustee Items: Sheffield Fair - The library will have two locations, one under the pavilion and one in the children's tent. Karen is preparing materials for these locations including a library card sign up. The Friends and some of the library staff will be available at these locations to assist visitors.
9. Next Meeting Date: August 11<sup>th</sup> at 9:00 a.m.
10. Meeting was adjourned at 10:05 a.m.

Respectfully submitted,

Frances Roth, Secretary