

Minutes of the Library Board of Trustees – November 8, 2016

Meeting was called to order at 9:02 a.m. in the library. Those in attendance: Pat Levine, Chair; Frances Roth, Secretary; Betty LeGeyt, Trustee and Library Director Karen Lindquist.

1. The trustees reviewed the minutes of the previous meeting on October 11, 2016 and they were approved unanimously with one correction.
2. Director's Report: Read and accepted.
3. Children's Programming Report with Caitlin:
 - The Trunk or Treat Halloween event went well as did the children's tent at Sheffield in Celebration.
 - The library programs are attended by both home-schooled and public-schooled children. Children from three to 13 years old attend our programs.
 - Stephen Greenspan is teaching chess each week to a regular group of children.
 - Art sessions include: working with clay, wikisticks, a painting station, collage, and other crafts. Parents often participate in the crafts.
 - Teenagers are using the new area on the first floor to work on their computers.
 - CHP holds a music program on Thursdays.
 - A STEM program planned for February or March.
4. Story Walk Update: There was enthusiasm for this project from the Friends of the Library. Pam will visit the installation at Muddy Brook School and report back to the board.
5. Employee Training Policy Update: Karen has completed writing the training manual and is working on the implementation. She will forward the manual to the trustees.
6. Trustees Items:
 - Karen will email the trustees the final report of the survey.
 - We are waiting for the piano tuner to visit and evaluate the condition of the piano.
 - Pat will check the Town Charter to get information on rental space at the library for special events.

- Pursue possible art sampler classes for adults.
- Front desk finish: Computers need to be moved and we are waiting for the computer tech to come. Priscilla Cote – Dewey Hall
- Library presentation to the town select board: Karen, Pat and Frances will meet to begin preparing an outline of the presentation.
- Review of the town charter by the selectmen: Pat has asked the Town Administrator to be on the review committee.

7. Next Meeting Date: December 13th at 9:00 a.m.

8. Meeting was adjourned at 10:27 a.m.

Respectfully submitted,

Frances Roth, Secretary