

FLOYD MEMORIAL LIBRARY

Minutes (unapproved) of meeting January 2, 2017.

Members present: Rosemary Gabriel, Seth Kaufman, Buffy Hartmann, Peter Sacks, Melina Angelson, Eligio Lopez and Director Lisa Richland.

Absent: Diane Mulvaney.

The Board meeting was called to order at 6.00pm.

The minutes of December 5th, 2016 were approved on motion of 1) Angelson, 2) Lopez, unanimous.

The bills were ordered paid on motion of 1) Gabriel, 2) Lopez, unanimous. The treasurer's reports were accepted and filed for audit.

Treasurer's Report:

The Library finished out 2016 somewhat under budget. Expenses were kept under control and income was as expected.

Communication:

The board has received holiday gift thank-you notes from the Library staff. The SCLS has sent the Library copies of their new *Road Map to Sustainability* guide, the first in a planned series.

Director's Report:

2017 is a big year for the Library with the end of the 20-year bond obligation. The final payment will be in October. The proposal to the voters was for the life of the loan, so that \$132,000 will no longer be part of the Library's tax levy.

A staff work day is planned for Wednesday January 25. The Library will be closed to the public that day and staff will spend time performing much-needed clearing and cleaning.

The 2017 budget includes raises for most of the staff. The Library has made no provision for increasing the pay rates of part time circulation clerks, as they all received significant increases in 2016 with the change in the clerks' pay scale. The balance of the staff are slated to receive increases of between 2% - 3%. This increase was approved when the budget was accepted at the Library's annual meeting in June.

Part time clerk Simone Martin will be returning to college full time this month. Schedules have been rearranged to account for this; a replacement is not planned at this time. Clerk Sarah Terry will add hours to her schedule.

The Library has completed weeding about 20% of the Large Type fiction. Librarian Poppy Johnson will weed and re-catalog the Large Type non-fiction. The next weeding project will tackle the regular type fiction collection. Library "received wisdom" holds that the more open the shelves are the more likely books are to circulate. By removing books from the collection that do not circulate for a period of time we help to maintain circulation and avoid running out of shelf space!

The Director has signed a contract with Odilo, the Spanish language e-book company. The Library will begin the process of building the digital library website this month. This site is expected to be introduced to patrons in about six weeks.

The Director's goals list for 2017 includes a neater, more useful vegetable and flower garden, and a focused outreach to the community about all our digital resources. The Director will engage the staff in these goals to get a broad perspective and more ownership of them.

Committees:

Building – The Library has received a bid for the roofing and gutter work from Vector East Construction of Greenport. The Director and board will review the bid.

Grounds + Garden – The board is considering additional trees for the garden.

Policy – An initial review of existing policies will be readied for the February board meeting.

Personnel – The Board approved previously budgeted raises for staff on motion of Angelson, Kaufman.

Meeting was adjourned at 6.49pm on motion of Gabriel. The next meeting will be on February 6th at 6.00pm.

Respectfully submitted,

Seth Kaufman, secretary