

Wilton Public and Gregg Free Library
Trustee Board Meeting Minutes
February 10, 2017

The meeting was called to order at 11:40 a.m. Attending were Library Director Pat Fickett, Youth Services Librarian Stephanie Loiselle and trustees Nikki Andrews, Ron Brown, Alison Meltzer, Molly Shanklin (left at 12:10), Lynne Stone, and Mary Ellen Brookes. Trustee Helen Dalbeck was absent.

Minutes - approved (Lynne, Molly)

Treasurer's report – approved (Lynne, Nikki)

Moved by Ron and seconded by Nikki: **that we accept the unrestricted donation of \$100.00.** The motion passed.

2017 budget status

Molly and Ron have met with Budget Committee member Harry Dailey and Town Administrator Scott Butcher.

Director's report - approved (Molly, Ron)

Pat explained Community Engagement Training.

Policy Manual update working group

1. Molly will send each trustee a copy of the town policy manual.
2. Moved by Ron and seconded by Lynne: **that we approve specified revisions of the policy manual.** The motion passed. This vote was the second. Alison abstained as she was not present for the first vote.

Sample harassment policy

Ron will forward a copy of the NHLTA harassment policy to each trustee.

Janitorial / Maintenance position

The search continues.

LaPonsee bequest - public hearing set for Wednesday, February 15 at 6:00 p.m.

Old business

Pat is waiting for news from the budget system on assigning pay raises based on evaluations.

New business

1. Stephanie reported on her trip to the conference in Atlanta and the potential use of the results in our library and town.
2. The library will sponsor a Teddy Bear Picnic as part of the town Teddy Bear Parade on Saturday, April 15.
3. The Peeps diorama contest will be held again this year.
4. Work on the Memorandum of Understanding is postponed until the second quarter of the year.
5. We scheduled the following sub-committee meetings:
Outdoor Space Planning on Wednesday, February 15 at 5:00 p.m.
Renovation Committee on Tuesday, February 21 at 11:00 a.m.

The meeting ended at 12:40 (Lynne, Nikki).

The next meeting of the trustees will be on **Friday, March 10, 2017 at 8:00 a.m.**

Mary Ellen Brookes 2/10/17