

Wilton Public and Gregg Free Library
Trustee Board Meeting Minutes
December 21, 2018

The meeting was called to order at 8:12 a.m. Attending were Library Director Pat Fickett, trustees Nikki Andrews, Ron Brown, Helen Dalbeck, Alison Meltzer, Molly Shanklin, Lynne Stone, Mary Ellen Brookes, and alternate trustees Felice Fullam and Gary Crooker.

Minutes

Amended November minutes approved (Mary Ellen, Molly)

Treasurer's report - approved (Nikki, Lynne)

1. Molly has sent a thank-you note to Sam Trombly for his gift in-kind.
2. Moved by Molly and seconded by Alison: **that we accept the donation of \$597.42, \$277.42 of which is restricted.** The motion passed.

Director's report - approved (Molly, Lynne)

The Historical Society will donate toward the cost of a fire extinguisher for their area.

Second vote on 2019 officers

Moved by Helen and seconded by Alison: **that the following be nominated to serve as officers in 2019:**

Chair: Ron Brown

Vice Chair: Lynne Stone

Treasurer: Molly Shanklin

Secretary: Mary Ellen Brookes

This was the second and final vote. The motion passed.

Update from Friends of the Library - Deb Mortvedt will present at the January meeting.

Policy discussion: Supervised visits

The DSS has asked that the library host supervised visits. The trustees feel that the library is not an adequate location for supervised visits. Ron will work on writing a policy. Helen suggested that the library compile a list of suitable area locations.

Personnel review procedure and schedule

We will continue with the current personnel procedure review.

Facilities projects

1. We will address permanent lighting in the spring. Alison will assist with design.
2. We discussed proper post covers for the story board posts.
3. Alison will get a quote for an energy audit from Margaret Dillon of SEEDS.
4. Ciardelli Fuels will come to work on the heating issues in 2019.

Old business

We will work on strategic planning and the annual fund at the January meeting.

New business

We will consider using the library in the memory cafe program. Felice has volunteered to work with Pat on following up on this idea.

The meeting ended at 9:46 a.m. (Nikki, Molly).

The next meeting of the trustees will be on **Friday, January 18, 2019 at 8:00 a.m.**

Mary Ellen Brookes 12/21/18