

Board of Trustees Meeting Minutes
Baxter Memorial Library
September 16, 2014

Present: Nicole Antal, Librarian; Trustees: Greg Simack, Deb Hopkins, Margaret Raymond, Katherine Roe, Sue Sellew

Meeting Minutes: Greg made a motion to approve the minutes from July 15, 2014, Deb seconded, all approved. Meeting date, time and minutes will be regularly posted on the library's website. The trustees did not meet in August.

Treasurer's Report: Greg made a motion to approve the treasurer's report, Margaret seconded, all approved. We discussed Nicole's proposed budget for next year.

Action Item:

- **The Trustees need to finalize an agreement between the Town of Sharon and Baxter Memorial Library : (1) establishing the library as a municipal entity; and (2) documenting that the Sarah Baxter investments will be held in trust by the Town for the exclusive use of Baxter Memorial Library.**

Librarian's Report: Nicole reported the following:

- Simon Brooks, a popular storyteller, was here on Monday, July 28th. We had 54 children and 18 adults in attendance, the gathering was held at the Sharon School.
- The Lego Camp held in July was very popular as was the Summer Reading program which involved 27 students.
- Online catalog and bar-coding of books should be completed by mid-October. This new system will make it much easier to find and checkout books. Volunteers will have to be trained in the new system.
- A story time for preschoolers is starting and will be held on Tuesday and Thursdays.
- Nicole has found a library table for the computers.

Friends of Baxter Library

- The Friends group met in August with Amy Howlett of the VT Dept. of Libraries. Amy spoke about the process of obtaining 5013C tax status and that there was a one-time fee of \$300.
- Nicole recommends that we visit both the Norwich and Tunbridge libraries because both have strong "Friends" groups.
- The Friends group is planning a cookie walk for the first weekend in December.

New Business

- Next meeting is Tuesday, October 21st; Greg needs agenda items by the 8th.