

**Board of Trustees Meeting Minutes**  
**Baxter Memorial Library**  
**August 12, 2019**

**Present:** Carole Bando, Chair; Sue Sellew, Secretary; Stephanie Davis, Trustee; Paula Duprat, Trustee

**Absent:** Mary Stoddard, Trustee

**Financial Report:** We reviewed and approved the budget report and signed the warrants.

**Meeting Minutes:** The minutes of July 16, 2019 were approved without change. The minutes of August 5, 2019 were approved with a change of the Tuesday hours to 9-11:00 AM.

**Librarian's Report:**

In July there were 436 visitors (242 adults and 194 children), a 13% increase compared to July 2018. Nine programs/events were held with 84 attendants. There were 326 library materials borrowed from Baxter Memorial Library, 64 from ListenUp Vermont, and 49 through Interlibrary Loan (ILL). Combined, this is an 8% decrease from last year.

The Comic Workshop was a huge success. I think planning it at a time in which One Planet campers could come was a good idea. Eleven came over from the camp and many more would have come if we had more space. There were nine more kids that participated for a total of 20. Kids and their parents loved the workshop. Marek did a wonderful job keeping the kids engaged and being patient with their many questions and ideas. LEGO Club and Storytree were enjoyed over the summer as well.

**New Business:**

- The Trustees approved the hiring of Jared Jenisch who will start September 3, 2019. Carole will sign the Hiring Agreement with Jared and give a copy to Deb Jones.
- Sue will conduct an exit interview with Kaleigh.
- We discussed having a tea on the morning of Wed. August 28<sup>th</sup> for parents dropping their kids for their first day of school. The school normally has a parade that day that goes by the library. We will coordinate the event with Nicole.
- We discussed having an Open House at the end of September to introduce Jared to the community.

**Old Business**

- Paula had no visitors on her first Tuesday morning opening. Sue will change the time for opening to 9 to 11:00 AM on the listserv and Town FB page.

09/22/2019

**Next meeting Tuesday, September 17 -- Agenda Items:**

- Open house to welcome Jared
- Review/Approve Library Policies (have Jared review)
- Fundraising Letter – get mailing list from Lister’s office
- Create Donor Spreadsheet
- Ask Jared to update the library link on the Town’s webpage