

Fairfax Community Library  
Trustees' Meeting  
January 14 2016

The meeting was called to order by Pat G. at 6:35. In attendance were Debbie, Patti Reaves, Pat Gallant, Kyle, and Liz.

#### Correspondence

Debbie received an email from Todd Pritsky of the Fletcher Selectboard. Debbie and Todd had discussed the idea of having Fletcher pay a flat fee per year so the entire community would have access to the Fairfax Community Library without having to pay individual non-resident fees. Todd presented the idea to the Selectboard but since the town is building new town offices and has other expenditures the idea was not accepted. He will present the idea to the town later on this year for consideration at the 2017 town meeting.

#### Secretary Report.

Minutes of the October 15 2015 and December 28 2015 meetings were considered and approved by consensus.

#### Old Business

Lara Bessette who worked at the library as a high school student, and who has substituted at the library was hired as the Assistant Librarian. She also works at the Georgia Public Library. Since both libraries wish her to work on Saturdays arrangements have been made to accommodate the needs of both libraries. Lara will alternate Saturdays between libraries and Karin Hernandez will substitute when Lara is at the Georgia library. The trustees of both libraries agreed to this arrangement.

Chris Minor has donated a projector/screen to which a laptop can be affixed. It will be set up in the Fairfax room.

#### Budget

The budget that was revised at the 12/28/15 meeting was accepted by the Selectboard at its 1/5/16 meeting.

Pat G. was contacted by the town clerk regarding a minor error. Under Library grants the income and expenditures should be the same, \$600.

The amount for fees should be \$2000 for both income and expenditures.

Kyle made the corrections and will send the corrected document to the Town Clerk.

Debbie stated that the IMLS Grant of \$400-\$600 used for postage will not likely not be available. Therefore, postage expenditure for 2016 may be higher than anticipated.

In regard to postage, Debbie noted that there is a pilot courier program in the state to handle materials usually sent by mail. We are not participating this year.

It was noted that Debbie does not get three weeks vacation this year.

Pat wanted to re-visit the Joint Board meeting minutes. It was restated that the public library staff will follow school policy during school hours.

#### Number of Trustees

Because the original charter of the Fairfax Community Library, dating from the 1800's states that there will be only 5 trustees, the trustees cannot change the by-laws to increase the number of trustees. The Trustees would have to write an article and present it for a voice vote at Town Meeting. It was decided not to pursue this at this time.

#### New Business

Town Meeting (informational) is Saturday February 27, 2016. Trustee participation and presence at the meeting was discussed. Various ideas about having an information table or some sort of display were discussed. Debbie has said she will attend Town Meeting on behalf of the library, as will Pat and Liz. The trustees felt it would be great public relations for Debbie to be present at the meeting.

Debbie has contacted David Dumas and he is working on the Friends of FCL project.

Debbie brought up our need to find productive ways to interface with both the School Board and the Facilities Committee.

She had been told that there was no need for her to be on the Facilities Committee, and believes that the Library has been left out of the discussion and planning for changes to the building that do indeed affect the library.

Liz will find out where the Facilities committee posts their agenda so that a representative of the library can attend when ideas about the library are being discussed.

Debbie informed the trustees that she will be gone 2/21-26 and 3/19-26 and will get coverage for those days.

The trustees went into executive session at 7:30 to discuss Debbie's evaluation. They came out at 8:10.

Pat G. and one other trustee will meet with Debbie sometime in January to review her evaluation.

The meeting was adjourned at 8:15.

Our next meeting will be April 7, 2016, which is a Joint Board Meeting.

Respectfully submitted

Elizabeth Griffin