

Fairfax Community Library
Trustees' Meeting
October 15 2015

The meeting was called to order at 6:20. Present were Pat Gallant, Janel Gamm, Debbie Landauer, Liz Griffin, Kyle Metayer.

Correspondence

Debbie has received a letter about the annual conference for Vermont Library Trustees & Friends and shared it with the trustees.

Debbie met with Keagan Calkins who has written a letter of resignation dated 10/20/15. She said she is sad to leave as she has enjoyed the work. She told Debbie that she would be willing to help train the new assistant.

Debbie has sent an email to Lauri Fisher concerning some comments about the library that appear in the September 14, 2015 School Board minutes, under 6 b. Lauri will follow up with Joint Board reps.

The secretary's report was read and approved as modified with a correction on page 2 in the paragraph concerning the library assistant. The motion to approve was made by Kyle and seconded by Janel.

The Joint Board will meet on November 19. Liz will ask for any further agenda items to be submitted by October 26 and will then send the agenda out to participants and the public. There was a discussion about the use of Robert's Rules at the meeting as Pat has much experience with using them. The trustees look forward to a meeting where the school and library work to collaborate over the use of the shared space. The town library director and the school director and both staffs work collaboratively on a daily basis.

Janel indicated that a CD that will expire soon has a balance of \$6086. It was decided to roll it over for another 3 years.

Janel requested that Kyle consider becoming the treasurer of the trustees in her stead. Kyle graciously agreed to assume the treasurer's position. Liz made a motion to accept Kyle as treasurer of the Library Board of Trustees, and it was accepted with gratitude.

The trustees discussed the budget for 2016, and accepted some of the increases proposed by the librarian. The trustees, after discussion at the last meeting, decided to give Debbie a salary increase bringing her salary in line with recommendations made for salaries by the Vermont Library Assoc. and based on education and experience.

Although the trustees did not move the assistant to a full time position, two hours were added to the position providing time to work on the new community calendar project.

Debbie will begin seeking an assistant librarian whose hourly wage will be \$14.57.

The line items, professional development, mileage, and technology were level funded to last year's amount. The bottom line of the budget for the Fairfax Community Library is \$99,822.

The trustees went into executive session at 7:30 and came out at 7:50.

The Joint Board will meet at 6:30 on November 19 in the library.

Dates for the next trustees' meetings are 1/21/16 and 3/17/16 both begin at 6:30 and are held in the library.

Respectfully submitted

Elizabeth Griffin, secretary.