

WHEELER MEMORIAL LIBRARY BOARD OF TRUSTEES MEETING
January 11, 2007

Present: Richard Ballou, Rice Flanders, Kathy Reinig, Richard Senier, Chair, Jean Thompson, Michael Wright, Walt Owens, Library Director.

Call to Order at 7:03 pm

Approval of Minutes: Minutes of the December 14, 2006 meeting were accepted and approved.

Financial Report

The attached report shows that we are halfway through FY07. The wages line shows that only 46% of the budget for that line item has been spent. There has been some time without people there; Megan has been off some and Rusty had some sick time. Additional hours approved for staff have not gone over our budgeted amounts—so far.

The first installment of the LSTA money has been received for the Family Literacy Grant (\$11,000).

The library has been certified for state aid and notified that we'll get the full amount.

The first statement has been received from the brokerage account, indicating a valuation of stock at \$286,540. This is up from \$221,000 in 2004, the last figure we had. Most of the stocks have been updated; Walt and Bill Kessler need to go through and check.

Director's Report

There is an overall increase in circulation of 4.2% for the year 2006.

There is a Budget Hearing for the town on January 29 at 7 pm. Walt and Kathy will go; others are welcome.

A presentation will be made updating the department's "good works" at the town selectmen's meeting on February 21. Again, all are welcome to attend, and support the presentation.

There will be a workshop relating to the On the Same Page grant in Whately on January 29 from 10 am to noon. Walt Owens and Celia Hastings will attend.

An Action Plan for FY08 is required in order to apply for an On the Same Page grant, a planning grant, and the literacy grant. See attached.

Action Items:

- Richard Senier was designated to write the **2006 Annual Report** on the Libraries for the town.

- **Vacation question:** The town auditor wants vacations to be tracked and well documented. Vacation time is based on each employee's anniversary of hiring, and is to be recorded quarterly. Candy Curran was okayed for leave by Walt after her anniversary date.

A motion was made to make an exception to the personnel bylaw in this one instance, allowing Candy Curran to use outstanding leave after her anniversary date but by the end of January 07. Moved by Rice Flanders; seconded by Michael Wright; Passed unanimously.

Walt and Kathy Reinig reported on the **Planning and Design Grant Application**. They worked on it together. Walt got the necessary signatures from townspeople (eg, selectmen, our board chair, chair of Capital Improvements Committee for town). Some of the material for the grant was adapted from Janice Lanou's successful grant awarded previously.

Talking Points for Building Effort

The importance of naming some talking points and making sure we can and do all speak to these was discussed. Will require further discussion.

Meeting was adjourned at 9:00 pm.

Next meeting: February 8 at Moore-Leland Library.

Respectfully,

Jean Thompson

