

Hartland Public Library  
Board of Trustees Meeting Minutes  
January 29, 2019  
**APPROVED**

**Present: Trustees:** April Doherty, Laura Bergstresser, Sarah Stewart Taylor, Julianne Harden, Colleen Lannon; **Staff:** Nancy Tusinski; **Visitor:** Andrew Lehto, Hartland Resident

- I. **Call Meeting to Order.** Julianne called the meeting to order at 1:05 p.m.
  - a. **Corrections/Additions.** Addition to the agenda under new business: Parking Lot Safety
  - b. **Approve Minutes.** April made a motion to accept the revised minutes. Motion passed.
  - c. **Public Comment.** No public comment.
  
- II. **Library Director's Report:** *Upcoming programs:* a men's book discussion group (though it is open to everyone); a Library Lock-In for Teens during school vacation week (Feb. 21); The third annual "Meet the Candidate" event from 6:30-7:30 on Feb. 21; a VT Trivia Competition on March 28 with materials (and gifts for the winners) put together by the VT History Museum and purchased by the Friends of the Library; a Code Club on Tuesday afternoons for ages 8-18 (the program for adults will be in the summer). *Building:* electricians came to install outlets for the Memory Lab; installation for wireless access has begun; and we have now been upgraded to the next level for internet speed through Vtel. One of the pocket doors broke, but it was speedily replaced. *Staff:* CPR training for the library staff happened in Jan; they are all now certified.
  
- III. **Financial Report:** Expenses are running at 60% of budget, which is right where we should be for this time of year.
  
- IV. **New Business:**
  - a. **Purchase of Chromebooks:** We have two new Chromebooks that were purchased this year. We would like to purchase two new Chromebooks for the Coding Club. The cost is \$199 each from Best Buy. Sarah made a motion to purchase two Chromebooks from the Fundraising Account. April seconded. Motion approved.
  - b. **Gift of Photos.** Dana Jacobsen-Goodhue has offered to give the library a set of photos from her father, which can be put up in the library when we do not have an art exhibit. April moved to accept the gifts. Laura seconded. Motion passed.
  - c. **Parking Lot Safety.** The Board discussed the short- and long-term safety issues with the parking lot. We might want to address this in the next 5-year plan.
  
- V. **Old Business**
  - a. **Dogs on Library Porch signage update:** We have updated the sign on the porch. April made a motion to update our library policy manual to read: "Dogs may not be left unattended on the library porch." Sarah seconded. Motion passed.
  - b. **Book Return.** We will revisit this next month.

- c. **Deed of Gift Form.** Laura made a motion to remove the line for notarization from the Deed of Gift form that was passed at the December 2018 meeting. Sarah seconded. Motion moved.

**VI. Other Business**

- a. **Board Retreat Planning:** Laura and Colleen have volunteered to form a board retreat planning sub-committee. They will meet to do pre-planning and report back at next meeting.
- b. **Mailing List Updates:** The 2016 Appeal List needs to be updated. Sarah suggested having a Board working session to update the list. That session will be scheduled in September.

**VII. Adjourn.**

Laura moved to adjourn the meeting **at 2:36 pm.**

Next regular meeting: February 26, 2019, at 1:00pm

Submitted by Colleen Lannon  
January 29, 2019