

UNAPPROVED
Hartland Public Library Board of Trustees
Meeting Minutes
Rescheduled September Meeting
3:00pm October 1, 2019
153 US Route 5, Hartland, VT 05048

Present: Trustees: Laura Bergstresser, Sarah Stewart Taylor, Becka Warren, Colleen Lannon;
Staff: Nancy Tusinski; **Guest:** Amy Howlett

I. Call Trustee Meeting to Order

- A. Corrections and additions to the agenda: Strategic planning moved up to top of agenda, after financial report.
- B. Approve August Minutes: Correction: computers were purchased by CDI not CDT. Colleen moved to approve the minutes as corrected; Sarah seconded. Motion Passed.
- C. Public Comment. None

II. Library Director's Report (attached)

III. Financial Report (attached)

IV. New Business

- A. **Strategic planning:** Amy Howlett presented a proposal. The Board discussed the value of the services she is offering. Nancy will talk to her to clarify her role in the writing process, and to clarify her role in facilitation (Will she be present at one or both meetings? What will be the structure of those gatherings? Discuss what worked well and what didn't work well last time). We might ask her to incorporate other approaches into this Strategic Plan (e.g. we are intrigued by what Norwich did for their planning process). **Motion:** Colleen moved to hire Amy Howlett to facilitate the strategic planning process, allocating \$600 from the reserve fund. Sarah seconded. Approved.

Steering Committee will include the library director, two board members (Becka, Laura); and two community members. Laura has invited Curt Peterson, who is interested as long as scheduling meetings will work. We will look for one more person to join.

- B. **Budget:** The Board reviewed the draft Budget for FY2021. Laura moved that we accept the proposed budget, as discussed. Becka seconded. Motion passed.

V. Old Business

- A. **Second floor windows.** Nancy checked with the VT State Fire Marshall. Nancy will gather more information on what is needed. Once she has that, she and a Trustee will meet with the Town Manager.
- B. **Annual Appeal:** Sarah moved that we table the Annual Appeal discussion until next meeting. Becka seconded. Motion passed.
- C. **Security Cameras:** There have been no serious incidents lately. Nancy will ask Evan to sand and repaint over the graffiti on the outside of the library.

Adjourned at 4:34pm

Next meeting: Oct 29, 2019, at 1:00pm

Submitted by Becka Warren and Colleen Lannon, October 6, 2019