

WATERBURY LIBRARY COMMISSIONERS MEETING

November 1, 2010 5:00 PM Approved MINUTES

Present: Harriet Grenier, Chair, Jan Gendreau, Freya Chaffee, Margaret Luce, Alice Durkin, Bill Shepeluk, Town Manager

1. Meeting called to order at 5:00 PM.
2. The first order of business was to acknowledge our appreciation for the many volunteer efforts and the amount of time given to library projects by Don Gendreau. He will be greatly missed. Contributions will be made to the Library Building Fund in memory of Don.
3. Adoption/changes of agenda - none
2. Minutes of October 13 meeting accepted.
3. Treasurer's Report
 - Morgan Stanley money market fund of 40k matured and Alice suggested that it be put in a money market account at the Credit Union so it could earn .70% interest instead of .01%.
 - Motion was made and approved to open the money market at the Credit Union, open the \$25 membership checking account needed, and transfer the maximum amount from the Morgan Stanley matured account.
4. Library Director's Report: Mary Kasamatsu was on vacation
 - Motion was made and approved to allow the library to be closed on November 11 for a staff and volunteer training day.
 - Mary's library report included information on whether to purchase a new copier or lease one, and other information regarding the 2011 budget.
 - Since there will be a surplus in this year's budget, it was suggested that the library purchase one of the 3 computers needed before the end of the year if the fund balance still is positive close to the end of the year.
5. Review of Library Budget for 2011:
 - Motion was made and accepted to change the Technical Services Librarian's position to 30 hours, to be started in April after the budget is presented at Town Meeting.
 - It now looks like the town's portion of the trust income will be around \$3300, but this is not definite until the end of the year.
 - It was decided to add the amount of one employee's health insurance to the budget as a cushion in case one of the library employees decides to join the health plan.
 - Harriet will contact Duxbury to request that their contribution be \$3000 this year instead of \$2500.
 - New equipment purchases for 2011: two computers and a new copier.
 - Bill will update the changes to the budget and get the final budget to the commissioners before the November 15 meeting.
 - All of the commissioners are asked to be present at the November 15 Select Board meeting to review the 2011 budget and to seek approval for the land swap. We will then ask Larry Martin to update the appraisal as the final piece of the application for the land swap.

6. Other Business:

- Freya and Linda Segal will be attending the Vermont Library Trustees Association Conference on November 6 and Freya will report on the conference at the December 13 meeting.

Adjourned at 7:10 P.M.

NEXT MEETING: December 13, 2010

Freya Chaffee, Secretary