

WATERBURY PUBLIC LIBRARY COMMISSIONERS' MEETING
28 North Main Street
Monday, April 18, 2016, 4:30 PM

Approved Minutes

Attending: Dan DeSanto, Harriet Grenier, Mary Kasamatsu, Alice Durkin, Freya Chaffee

1. Call meeting to order at 4:30
2. Change/adoption of agenda: none
3. Approve minutes of March meeting – Harriet moved to accept minutes, seconded by Dan. Motion carried.
4. Treasurer's Report
 - a. Box of library financial files in Carla's office – Alice suggests we get rid of these old files. Alice moved to dispose of the three boxes of library financial records prior to the year 2000, seconded by Dan. Motion carried.
 - a. Discussion of finances: Have \$20,000 to pay for balance owed to town, cost of gardens, etc. Friends could loan us money to pay the balance if needed (so we don't have to use our Morgan Stanley account). Freya moved to sell the 13 shares R.R. Donnelley stock at market that was contributed to the Capital Campaign, seconded by Harriet. Motion carried.
5. Library Director's Report
 - a. State Office Employees Fair by Revitalizing Waterbury – Mary, then Freya will be at the Library booth
 - b. Update on current programs, and tech librarian. Mary will post ad to VLA today. Harriet moved to approve the job description for the part-time Tech librarian as written by Mary, seconded by Freya. Motion carried.
 - c. Freya to go to Vermont Library Conference on May 18. Dan will attend as the UVM Librarian.
6. Other Business:
 - a. Policy for Art Exhibits – follow up on something for hanging art – Freya and Mary to follow up with Whitney to come up with a plan for hanging art. Harriet moved to accept Art Application as written, seconded by Alice. Motion carried.
 - b. Review of Library Work Room (The SAL Room) Policy.
Decisions made on the policy:
Free to all Waterbury Organizations if the space is available. All meetings must be open to the public and should be of educational, cultural, or community interest, with the acceptance by the Library Director. \$25 for the SAL room for non-residence or if there is a fee charged for attending. Rooms are available only during Library Hours

Charge for non-residents to reserve one of the small rooms in advance up to four hours will be \$10. Library staff will post a note on these doors if someone has reserved them for a particular time. Otherwise, people can just use the rooms. Dan will draft policy for next time.
 - c. Update on gardens- met with Barbara, Bill Woodruff, Carol McCloud of Evergreen and others to talk about how to draw eyes to garden. Low maintenance garden plan (Carol will get back to us about this). Some Garden Club volunteers will help with gardens.

f. Update on Janes Collection – MOU to Don Schneider. Don will put on the agenda for Select Board Meeting. Vt. Historical Society wants our stuff out of their storage. Alice moved that Harriet be authorized to sign the MOU for the Janes Collection, seconded by Dan. Motion carried.

Next Meeting – Monday, May 9, 2016, 4:30 p.m.

Submitted: Freya Chaffee, Secretary