

**Library Commissioners Meeting
Waterbury Public Library
Monday, June 12, 2017
4:30 PM**

Present: Dan DeSanto, Alice Durkin, Harriet Grenier, Roy Lloyd, Christine Wulff, Mary Kasamatsu, Bill Shepeluk

1. Agenda and minutes of May 8, 2017 approved.

2. Town Manager's Report-The new circulation assistant for the library passed back ground check and was hired. Her name is Deb Olsen. Custodial Services have been reduced to twice a week. Mary noted that they are having to clean the restrooms in the library more now with less custodial support. Bill asked her to monitor it through this summer and recommendations will be considered for next year's budget. The building is heated and cooled with heat pumps and electricity. The second floor of the Janes building requires propane heat in the winter months, but the volume was small.

3. Treasurer's Report-The Trust Fund made financial growth over the past month. We also received a check from the Joslin Fund.

4. Library Director's Report-The new circulation assistant, Deb Olsen is working out well. She will generally be working Monday, Tuesday, and Saturday. The NQID parade theme is Everything Vermont. The library will have enlarged pictures of Vermont themed books, sugaring, etc. and books by Vermont authors. These will be attached to two clothes lines and carried along the parade route. They will also have kazoos for those walking in the library display playing the Vermont State song. School children all know this song, so we are hoping to have a lot of kids in the parade. Deb Fowler, recreation director, is a collaborator with the library. One morning each week, children in the recreation department's summer program will come to the library to check out books. The Young Rembrandts group met at the library on Wednesday's after school. This program will continue in the summer recreation program and continue to meet at the library. The recreation department is also holding some summer events in the Armory on Armory Drive. The shades have been installed and Mary expects the invoice soon which will be paid from the Capital Campaign Fund. The ARRTI Garden club donated a picnic table to enhance the gardens and the Friends of the Library paid for the pea stone and edging under the table.

5. Harriet reported that a group: Harriet, Alice, Barb Farr, Theresa Wood, Carol McLeod, Mary Spencer and Freya Chaffee are working on expanding daffodil plantings this fall throughout the Town. They have received positive response for plantings in the round-a-bout and base of welcome signs. Mary Spencer is checking with garden club on including daffodils in their public gardens. Theresa is exploring daffodil plantings on front lawn of State Complex. Bulk ordering of bulbs is the most cost effective. Harriet asked the commissioners if they were willing to support having more daffodils planted on the bank. The bulk order has not been determined at this point. Commissioners were agreeable to continuing this project.

6. Use of the small meeting rooms in the library was reviewed. Mary has a notice on the doors for those wishing to use the meeting rooms to register at the front desk. This will enable data to be kept on volume and types of uses of these rooms. The library director said there is a nice flow to the use of the rooms and gives the library a welcoming affect. There are no conflicts with resident and non-resident use of the small meeting rooms at this time, so it was decided to table the idea of charging fees for use of these rooms.

7. Meeting times will stay the same for Commissioners: Second Monday of the Month at 4:30 PM. We will not meet in July or August. However, we need to decide on the evaluation form for reviewing the Library Director in the fall.

Dan will send us a copy of what the Town of Waterbury is now using to evaluate its' employees. He will also send us at least two other examples of other Vermont library's evaluation forms.

8. Roy Lloyd informed us that he is planning to move to Missouri for family and personal reasons. He hopes to be able to leave by the end of August. The Commissioners expressed their concern for him, acknowledged our loss and wished him well. He will write his letter of resignation addressed to Dan DeSanto, Chair and send a copy to the Town Clerk.

Next Meeting, Monday, September 11, 2017, 4:30 PM

Respectfully Submitted,
Harriet Grenier, Secretary