

**M. G. Parker Memorial Library
Board of Library Trustees
Meeting Minutes
October 18, 2017**

The meeting was called to order at 4:30pm

In Attendance: Chairperson Eric Jackson, James Nolan, Linda Trouville, Monique Verville and Director Nanci Milone Hill. John Dyer was absent

Special Vote: Trustees re-voted on several items, as follows:

Reorganization of the Board (from the May 17, 2017 meeting) – a motion was made by Monique Verville that Eric Jackson become the chair, and that Linda Trouville become the Vice--Chair. Both Eric and Linda accepted the nominations. Linda Trouville moved that Monique become the Board's secretary. Monique accepted the nomination. Jim Nolan moved that the board vote on the entire slate of candidates. Unanimously approved.

May 17, 2017 Meeting Minutes – a motion to approve was made by Monique Verville and seconded by Linda Trouville – unanimously approved.

Approval of Bills and Payroll from the May 17 Meeting – a motion to accept was made by Jim Nolan and seconded by Monique Verville - unanimously approved.

Approval of Bills and Payroll from the September 13 2017 Meeting – a motion to accept was made by Jim Nolan and seconded by Monique Verville – unanimously approved.

May 25, 2017 Late Opening – a motion to close until 1:00 pm on Thursday, May 25, 2017 for Professional Development was made by Linda Trouville and seconded by Jim Nolan – unanimously approved.

Mobile Hotspot Policy Update – a motion to accept the updates to the policy was made by Jim Nolan and seconded by Monique Verville – unanimously approved.

Annual Technology Support – a motion to accept the Director's recommendation that we hire Equitous to outsource our technology needs and that we pay for said services from our State Aid funds, was made by Linda Trouville and seconded by Monique Verville – unanimously approved.

Collection Development Policy Update – a motion to accept the Director's proposed changes to the Collection Development Policy was made by Jim Nolan and seconded by Eric Jackson – unanimously approved.

Community Input – No community input

Review of the minutes – from September 13, 2017 a motion to accept made by Linda Trouville seconded by Monique Verville, unanimously approved

Review of Bills and Payroll- Bills from September 14, 2017 to October 12, 2017 and Payroll from September 10, 2017 to October 13, 2017 a motion to accept made by James Nolan seconded by Monique Verville, unanimously approved

Budget and Financial Report – Addendum Attached

Performance Overview- Addendum Attached – Discussion regarding attendance and circulation performance

Directors Report- Addendum Attached – Director reported that Cheryl Salem has been promoted to Senior Circulation Librarian. In addition, Robin Gadue has resigned from her Adult Page positions effective October 18, 2017.

Discussion regarding the technology contract with the new company who will manage our technology services. Nanci and Christine Letterman and Librarian Catherine Bence will meet monthly to prioritize needs and get updates.

Discussion regarding the book nook sales to classroom teachers use of it. Eric suggested that the Friends reach out to classroom teachers to let them know about the Book Nook.

Nanci will be presenting two programs at NELA the week of October 22, 2017.

Two Cultural Council grant applications are in progress. Program Dances from WWII. Nanci is doing a grant through the on dances from WWII (see grant for details). Diane is working on a grant for a painting class also through the art council.

Unfinished Business – FY19 Budget Director asked the trustees if there was anything they want to focus on. Nanci wants to get the Adult pages upgraded into Library Assistants. Replacement of Technology Please let Nanci know if there is anything the trustees would like to add to the budget.

Continuing Business – none

New Business – none

Next Meeting – November 8, 2017.

Suggestions for Next Meeting –

Hearing and seeing no objections the meeting was adjourned at 5:21pm

Minutes Approved by:

Eric Jackson, Chair

Monique Verville, Clerk

Linda Trouville, Vice-Chair

James Nolan, Trustee

John Dyer, Trustee