**Davis Public Library Board of Trustees Meeting**

**Meeting Date:** October 17, 2018

**Present:** Alexia Currie, Angel Nicoletti, Lauren Rettig, Margo Santoro

**Meeting called to order at** 1:00 p.m. **by** Angel

**Correspondence:** Letter Lexie received regarding Workers Compensation. Distribute to Elise and Martha and Lauren. Sympathy card sent to Steve Raymond’s family. Need to send thank you card to Allyson’s Orchard, Homer Dunn to thank them for donating 30 pumpkins. Margo will follow up.

**Minutes:** Approved September minutes. Margo to contact Jim to get password to post minutes to town web site. Margo to place June and July minutes in book.

**Treasurer’s Report:** Presented by Treasurer. Approved.

# Librarian Report:

* Lauren presented Librarian Report. We were closed for Labor Day. Pumpkin painting all month until pumpkins gone. October 26 is trick or treat at library from 6 to 7 p.m. October 28th is candidate’s forum at Town Hall at 3:00 pm. In November every Wednesday after school will be maker days which children can sign up for. December 11 is lunch and learn with Dan Szczesny at 12 p.m. and the subject is Rediscovering Mt. Washington Hidden Culture.

# Old Business:

* Elise resigning. Ask for resignation letter. Lauren will offer Martha DeTore-Woods the position held by Elise; she will make sure Martha understands she will be taking over the website design and operation. If Martha accepts Elise’s position, Lauren will submit Substitute Librarian position to Listserv.
* Fence painting second coat pending timing decision by Board of Trustees. Jim Coffey agreed that the town will pay for the painting.
* Initial estimate from Our Town Landscaping, Anthony Guadagno for stone wall repair is $1,160. Can we get guarantee that it won’t happen again because we have had to go through this process multiple times?
* Stone wall repair should be covered by town. Trustees should appear before select board to confirm.
* Stoddard website Margo received login from Jim. Angel to show Margo how to post minutes to Stoddard web page.
* Library web site in progress. Expected completion of online cataloguing January 2019. Elise will be meeting Trustees on October 19 at 4 pm to review the website. This will be a public meeting.
* Angel still working on details for gazebo ramp. Will discuss with Our Town Landscaping to determine final plan.
* Issues discussed from Regional Trustees meeting. Review survey possibilities. Lauren will contact State Library to see about getting on the wait list for getting the state 3D printer for a trial; need to discuss this with Martha to see if you will be able to attend the training as Lauren will have conflicts with her other jobs. Lexie recommended possibility of holding a café hour at DPL on Saturday mornings during the winter. Keurig Café? To be discussed at future meetings.
* The board of trustees will continue to ponder logo possibilities. Jenn Merrill committed to designing a logo for us if we give her a concept. Further discussion to ensue.

# New Business:

* ALA membership discussion. Lauren will review and contact ALA to find out about various levels of membership. Is it calendar year membership duration or signup date.
* Need job description for substitute Librarian.
* Angel will send thank you to David Lesser.
* Gifts to Friends of the Library. Discussion of appropriate way to thank them.
* Improvements list discussion
* Plan budget meeting to start in January.

**Meeting adjourned:** 3:16 p.m.

**Next meeting date:** November 14, 2018 which is a week earlier than usual because of Thanksgiving.

# Margo Santoro, Secretary