

**Sanbornton Public Library Board of Trustees**  
**Meeting Tuesday, December 20, 2016**

**DRAFT**

Present: Marla Davis, Carol Raymond, David Adams, Marsha Haigh, Director

Absent: Kris Rathjen, Carol Dexter

Meeting called to order by Chairman Marla Davis at 7:06pm.

Marla announced that this would be her last meeting as she was resigning effective at the end of this meeting. Discussion on appointment of a new Trustee from the alternates and that will be discussed at the January meeting.

Due to the resignation of Marla, it was decided to hold off until Jan meeting to vote on minutes and Budget review. It was noted that the Town had dispersed the 2<sup>nd</sup> half of the money for the Library and it has been deposited.

Building Report: Being held until January meeting. Carol brought up that the lines in the parking lot should be done and Marcia will mention it to DPW Brian to put on his spring agenda.

Director's report:

1. Town Administrator Katie Ambrose read at storytime on Dec. 2nd.
2. Program coordinator Jessie Ahlgren read at the Tree Lighting on Dec. 4th.
3. A holiday newsletter was emailed on December 8th.
4. I attended a Koha training session at the West Lebanon Public Library on December 9th, presented by Bywater. SPL uses Equinox to host our Koha, and I will be working with them in 2017 to make improvements to our online catalog.
5. Families had fun building and decorating gingerbread houses while adults sampled refreshments in the café area at our annual open house on Dec. 10th.
6. Weeding the adult fiction with the help of a skilled volunteer continues.
7. Sanbornton's Welfare Officer Melanie Van Tassel was the guest reader on Dec. 16th.
8. The Library will be closed Saturday, December 24th for the holiday.

Upcoming programs, events, and meetings

1. Training program for using Overdrive to download e-books and audio books will be held Dec. 28th from 5 to 6 p.m. The public is invited to bring their new devices and learn how to access this free service.
2. Free Family Movie on Thursday, Dec. 29th; 4p.m. for school vacation week.
3. January 18th – Book Group will discuss *The Painted Girls* by Cathy Marie Buchanan
4. Weekly programs: Fiber Arts, Artists, Writers' Group, Story time
5. Doris Nisbet starts Scrabble Night on January 19th from 6-8pm
6. Lakes Region La Leche will meet here the third Saturday of each month, 9:30-11a.m.
7. Mohawk Trailriders meet upstairs the First Wednesday of each month at 7 p.m.

Basket Raffle raised \$197.00.

Reviewed job description of Library Director to include a paragraph of Compensatory Time, "The position of Library Director is a salaried position. The director may be granted compensatory time in lieu of compensation for time worked over 40 hours in one week. The comp time will be provided at a rate of one-and one-half hours for each overtime (above 40 hours) hour worked." Carol motioned to include, David seconded, motion passed. Marcia will forward to TA Katie Ambrose to be included with pay matrix study.

Old Business: Discussed Budget Committee minutes from Dec. 12, 2016.

Meeting adjourned at 8:52pm by David, seconded by Carol.

NEXT MEETING: TUESDAY, January 17, 2017 7PM AT SANBORNTON PUBLIC LIBRARY

Respectfully submitted,

Marla Davis