

Thornton Public Library
Trustee Meeting
October 16th, 2019
Draft

Trustees of the library met on Wednesday, October 16th, 2019. Meeting was called to order at 3:35PM.

Attendees: Diane Gravel, Chair; Anita Ross, Treasurer; Christopher Wilkie, Secretary
Also attending: Nina Sargent, Library Director; Joyce Jardin, Alternate Trustee

A motion was made by Anita Ross and seconded by Christopher Wilkie to accept the Minutes of previous meeting as corrected. Motion passed.

A motion was made by Christopher Wilkie and seconded by Anita Ross to request a disbursement of \$4768 from the Library Maintenance and Repair Account and \$1232 from the General Operating Fund. Motion passed after discussion.

A motion was made by Christopher Wilkie and seconded by Anita Ross to accept the Financial Report as amended. Motion passed.

Old Business

Trustees reviewed the Library Survey, drafted by Jardin, with limitations and advanced Survey Monkey pricing discussed.

Trustees reviewed and updated entries in the Google calendar.

It was agreed that the plow bid cut off will be October 18th.

New Business

Inter Library Loan has launched to good review by the Director.

Chair presented an updated draft of the Trustee Bylaws for review and discussion for a following meeting.

Motion was made by Anita Ross and seconded by Christopher Wilkie to adjourn meeting at 4:50PM. Motion passed.

Next meeting October 30th, 2019, at 3:30 PM, and the following meetings will be 11/13 and 12/11 planned for 3:30 PM.

Action List

Director will email copies of accountant resumes that she receives.

Chair will email employee review forms to be completed by the trustees for next meeting.

Jardin will explore non-profit/government discounts with Survey Monkey.

Director will contact Town re contact information for community survey.

Director will conduct staff evaluations