

**HAY MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
April 19th, 2018
Minutes**

Present: Kathy Van Ness, Carol Smith, Christine Eggleston, Darsi Reardon, Laura Oram, Marianne Malatino, Ayiana Crabtree, Peggy Kelly

Absent: Marty Delsignore, Sharon Dyckes, Don Smith

Staff: Katie Riordan, Jen Van Ness

Guest: Barb Kirk

- I. Kathy Van Ness called the meeting to order at 5:09 p.m.
- II. Motion by Carol Smith seconded by Peggy Kelly, to accept the agenda, unanimously passed and carried.
- III. Motion by Marianne Malatino, seconded by Christine Eggleston to accept the March minutes as amended, unanimously passed and carried.
- IV. The QuickReport from March 16th to April 19th was distributed by Carol Smith. Motion by Darsi Reardon to accept, seconded by Marianne Malatino, unanimously passed and carried.
- V. Manager's Report – Katie discussed the programming going on in the library. She also asked the board if the circulation policy could be changed to allow patrons to check out more than 10 items. Carol Smith made a motion to change the circulation policy to allow 15 items to be checked out instead of 10 per patron, seconded by Laura Oram, unanimously passed and carried.
- VI. Old Business
 - A. Long Term Plan- The long term plan is still being worked on. Progress has been made. Most of the conversation had at the last meeting was in regards to the physical space of the library. The next meeting will be on June 7th from 4pm to 6pm.
 - B. Quotes on Front Desk- Katie is in talks with Black River Furnishings and displayed the layout they drew. Katie is going to talk to Joe Eberle to see if we can get a new render of his drawing.
 - C. Poetry Contest- Christine Eggleston distributed the poetry booklets. The poetry contest ceremony will be held on April 28th at 10:00 in the library.
- VII. New Business
 - A. Katie's Yearly Review & Contract Renewal- Kathy Van Ness and Peggy Kelly will meet with Katie for her yearly review on April 30th at 4:45 pm.
 - B. Staff Summer Hours-. Carol made a motion to increase Jen's hours to 20 hours from June 1st to August 31st, seconded by Christine Eggleston, unanimously passed and carried.
- VIII. Motion by Peggy Kelly, seconded by Darsi Reardon to adjourn the meeting at 5:51pm, Unanimously passed and carried.
- IX. The next HML Board meeting will May 17th 2018 at 5:00pm