

Fair Haven Free Library
Board of Trustees Meeting

June 4, 2014

Present: Betsy Birchenough, Ceil Hunt, Carol Scott, Judy Sheldon, Chuck Laramie

Absent: Judy Gevry

Motion made and seconded to accept the Secretary's report. Motion passed.

Motion made and seconded to accept the Treasure's report. Motion passed.

Discussion regarding Cd's. Two Cd's, #7907 and #7899, are maturing on June 12. They previously had flex status, allowing The Library Board access to the monies as needed. They will no longer have that status. It was decided that, for the time being, those monies will be rolled in the business checking account while we explore current rates and options available. Also, accounts need to be labeled more clearly as to what the monies in each account have been earmarked for.

Also discussion regarding the new accounting format and changes that may be needed. A work in progress.

Lift- Motion made and seconded to accept the contract from Vermont Elevator Inspection Service, Inc. Motion passed. Also, contract with Garavanta was renewed.

Books- Certain dedicated community members continue to make regular donations of new books to the Library which we have been able to make use of.

Budget- We have a \$1300 credit with Sovernet. We will leave the amount on account with Sovernet to pay future bills. Upon review of the July 2013-June 2014 budget, it was decided that there were no remaining monies that needed to be encumbered for next year.

Library Policy Manual- Our Policy Manual is outdated and is in need of revision. Policies from several other libraries have been studied. The Waterbury policy seems most closely aligned with our needs. A subcommittee will be formed to review and revise our Board Policy to reflect the current needs of the Library and patrons.

Library closing- As July 4 falls on a Friday, a motion made and seconded to close the library July 4 and July 5 for the holiday. Motion passed.

Next meeting will be held on Wednesday, August 6 at 7 pm.

Respectfully submitted,

Betsy Birchenough

August 6, 2014