

Winchester Public Library Trustee Meeting

June 28, 2018 4:00 PM

Winchester Community Room

Present: Dick Smith, Bob Bridges, Nancy Johnson, Ruthann Sather, Barb Engstrom, Betty Forster, Blaze Burton, Galen Brownwell

1. The meeting was called to order by Dick at 4:00.
2. Motion to approve the agenda was made by Bob, seconded by Barb. Motion carried.
3. Motion to approve the May meeting minutes was made by Bob, seconded by Ruthann. Motion carried.
4. Bob provided the Treasurer's Report:
 - a. Asked that we reword the "Approval of bills" to "Review or approve" as Betty has authority to pay some bills which do not require formal approval.
 - b. Checkbook and P&L status: budget continues to be on track with no unexpected expenses. Nancy moved, Ruthann seconded to file the report for audit. Motion carried.
5. Director's Report and items:
 - a. Betty reviewed the DVD and book purchases.
 - b. Donations: Bev Solberg passed away and donations in the amount of \$200 have been received in her memory. These will be used to fund the new clock for the library.
 - c. Programs continue to be well received. A huge Thank You to the Friends group as they are becoming more active with these programs. It is much appreciated. Also having Blaze available as the community technical assistant has been a big hit with patrons.
 - d. Web Page: Blaze talked about the NWLS plan to discontinue support of the library website as of 1/1/19 and that we will need to have a plan for replacement. Blaze suggested Wordpress or Blogspot. The town is also in need of a replacement so there may be an opportunity to work together. After discussion, Nancy moved, Bob seconded to send Blaze to a meeting in Ashland about the NWLS plan. Motion carried.
 - e. Audio books: a few patrons have asked if we are adding to our audio book collection. Discussed the future of CD's when streaming/downloads is the current trend. Prices can range upwards of \$100 for some audio CD's. After much discussion, it was agreed that patrons should be directed to what is currently available through the library system.
 - f. Other purchases - Betty discussed her attendance to Library Bootcamp in August. All agreed it would be beneficial. Barb moved, Bob seconded that Betty attend the training. Motion carried.
6. Investment of trustee funds: CD options - 14 month 1.75 or 19 month 2.50. A short discussion was held about this. More information is needed to make a decision; can

funds be laddered, what are the minimums. Nancy and Bob will find out more for the next meeting.

7. Correspondence or other items: Nancy proposed a slight split of secretary duties and asked if someone else could take on the writing of Thank You notes. Betty volunteered to do so. Nancy also proposed the board think about a different meeting time, possibly earlier, during the summer months. No decision was made.
8. Next meeting date: 7/26 at 4:00
9. Bob moved, Nancy seconded to adjourn the meeting at 5:07.