

**Middletown Springs Public Library**  
**Regular Trustee Meeting**  
**Wednesday, October 18, 2017**  
**7 pm at the Library**  
**Approved Minutes**

Present: Kimberly Bushnell, Kristal Hier, Beth Miller, Alida Tarbell, Patty McWilliams

1. Call to Order at 7:08
2. Changes, Additions, Approval of Agenda
3. Approval of Minutes – Alida moved to approve September minutes; Beth seconded; motion carried
4. Policy Review & Discussion
  - Volunteers Policy - changes made and will be revoted in January with other policies
  - Meeting Room Policy – small changes made and will be revoted in January with other policies
  - Donations – review with Collections Development Policy next year – Reviewed; no edits necessary
  - Homebound Service - Reviewed; no edits necessary
  - Inter Library Loans - Reviewed; no edits necessary – still fits with Clover procedures
5. Treasurer’s Report – tabled until next month
6. Librarian’s Report – another fine and inspired report from Kimberly and Melissa.
7. Friends Update
  - Joint Meeting – Tuesday, October 24 at 6 pm at Kimberly’s. Potluck.
  - Membership Letter: Friends sent their newly annual membership letter to current and lapsed members (plus a few new people) timed with Nat. FOL DAY in October. Prior membership renewal drives were electronic only.
  - Annual Meeting: Sunday, November 5 (4pm?) at the library.
8. Building Committee Update
  - Michael is working towards estimate
  - Committee went to Lincoln to review the library and the town office
9. Old Business

- Community Calendar is at the printer; proof to come shortly
- Infrastructure
  - Rug samples were discussed. Will bring to Friends Joint Meeting to get feedback
  - Shane has looked at the current bookshelves and has ideas about how to move forward to make them more secure and efficient.
  - Kitchen - Refrigerator has been purchased; Shane will be working on the shelving
  - Andy fixed the railing; eventually we will need to work on the ramp. Kimberly will ask Andy if there is a way to make it a bit sturdier.
  - Gardens – Alida and Rachel have put the garden to bed.

10. New Business

- Menu for Volunteer Appreciation Dinner
  - Chili bar
- Appeal Letter
  - Will be ready for Nov. 15<sup>th</sup> Trustees meeting

11. Other Lawful Business - none

12. Next Meeting Date – November 15, 2017 at 7pm.

13. Adjourn

Respectfully submitted,  
Beth Miller  
Secretary