

**MINUTES**  
**LIBRARY BOARD OF TRUSTEES MEETING**  
**March 13, 2019**

**Attendance:** Trustees: Jerry Lawrence, Scott Ames, Marian Goode, Kristine Roberts, David Church, Deborah Lancaster Library Director, Ellen Snoeyenbos, Assistant Library Director, Jed Phillips.

The meeting was called to order at 5:31 pm by Jerry.

**Minutes:** Review of February 13, 2019 minutes.

David motions to accept the minutes as written, Kristine seconds the motion and it is approved unanimously.

**Monthly Reports:** The following reports were reviewed, discussed and accepted; Financial Report, Circulation Report, Children's Librarian Report, Assistant Director's report and Director's Report. A motion was made by David to accept the reports as written and it was seconded by Deborah. A vote was taken and approved, Marian and Jerry abstained because of their absence from that meeting.

**Unfinished Business:**

- The Board at Ellen's request, has tabled the outside book drop for this fiscal year.

**New Business:**

- The Board discussed having the need for the Library staff to be CORI. Ellen will contact the Town Hall to get that started.
- There was interest expressed about having study rooms built in the future and that will be discussed again with next year's budget requests.
- Ellen will reach out to the Highway and Police departments to see their policies regarding creating a policy on how early Time Off requests can be approved.

**Next Meeting:** April 10, 2019 at 5:30 pm

**Adjournment:** A motion to adjourn at 6:20 p.m. was made by David, seconded by Deborah and accepted unanimously.

Respectfully submitted by Marian P. Goode, secretary