

Highgate Public Library & Community Center

August 7th, 2019

Board of Trustees Meeting

Present: Becky Johnson, Amy Bouchard, Amber Machia, Rebecca Howrigan, Virginia Holiman, Michelle Beaulieu

Public Comment: None

Minutes: Virginia made the motion to approve meeting minute from July 10th. Becky seconded. Minutes were approved.

Treasurer's Report: Communications budget is 18% because there is a Malwarebytes (antivirus) charge. Motion to approve Treasurer's Report made by Becky. Amy seconded. Treasurer's Report were approved.

Director's Report: By Michelle

- Lots of books are going out!!
- Messy Monday's have been a great success
- Wednesday story time has been well attended. There is a nearby daycare bringing kids over.
- Garden Club was AWESOME! The group was a challenge, but well attended.
- Campfire evening was lots of fun. More to come!
- Food sale at the music in the park night was a wonderful success. Hoping to do more in the future. Some supplies were left over and will be used for the Community Celebration.

Virginia made the motion to approve the Director's Report. Becky seconded. The report was approved.

Old Business:

- **STEP REPAIR IS DONE!!! THEY ARE AWESOME!!**
- The library will have activities all day at the Community Celebration. Michelle will have both Erica and Paloma for 3 hour blocks as extra help for the day. The board members will also be present throughout the day (especially noon – 3). Amy & Virginia will pick up decorative planters from H&B's Saturday morning.
- Fairy Tale Festival – the library has a large group going down. Costumes will be funded by the Friends Group. It is September 21st in Killington.

New Business:

- Michelle met with Heidi this week and worked on two grants – one for the little free libraries and another for improving the walking trail and for buying new snowshoes.
- Michelle will follow up with the Rec Department about the story walk.
- Michelle found a grant for library computers and programs and has talked to Heidi about it. The grant is due August 30th.
- Water Cooler – cost about \$20/month to rent plus the water jugs. Michelle will look more into the cost versus buying large containers from Walmart/hannafords.

- Michelle is working on selling tickets to the Dustin Peri Fundraiser. It is September 19th. There are 250 tickets available.
- Amy has been helping with library outreach to daycares (because the book mobile is not active now). Michelle is looking for funding to pay Amy a stipend. There's lots of room to grow this kind of programming and outreach.
- Next Recipe Club will be WEDNESDAY September 25th. The theme is dips.

Executive Session called by Becky. Executive Session was held from 7:50 – 8:10.

The next Trustee meeting will be September 4th at 6:30

Submitted by Amber Machia