

Appleton Library October Minutes
December 19, 2018

The meeting was called to order at 7:05 pm on December 19, 2018. Trustees present were Margaret Wilson, Victoria Bucklin, Jessica Pearson, Nancy Brown, Annabel Turnbull and Jessica Whitworth. Library Coordinator Julie Sells was not present. Select Board Representative, Heather Wyman was present. Debby Keiran was not present.

Minutes: Margaret made a motion to accept the November minutes as amended. Jessica Whitworth seconded it, and the vote was unanimous.

Treasurer's Report: There will be a fairly large electricity bill coming due in January. It may be in the \$300 range. Heather would like to pass on the role of Treasurer. It might be to a new board member or a volunteer staff member. It is also a possibility that the library may need to use an accountant to manage investments and accounts while the Treasurer's role becomes the person who simply balances the checkbook. We also need to establish a credibility system for the petty cash that is collected, transferred, and deposited for the library. Margaret made a motion to approve the Treasurer's report. Jessica Whitworth seconded it and all were in favor.

Coordinator's Report: Julie Sells was not able to attend the meeting. A Library Coordinator Report was provided. The board read over the report at the meeting. There were no discussion items on the report.

Action between Meetings:

The school's gymnasium has been reserved for January 19 for the Souper Supper fundraising event.

Old Business:

1. Souper Supper: We need to print out and put up posters to advertise the Souper Supper. We also want to invite "The Extension Chords" to play at the event again this year. We have decided on the volunteer to be recognized for The Nancy Brown Volunteer. Heather Wyman will work on getting the plaque made up to recognize the nominee.
2. Hiring Committee update: The hiring committee discussed options for the role of the Library Coordinator.
3. Need for Trustee-Treasurer: Debby plans to renounce her role as a trustee of the board. Therefore, there will be an opening for a trustee position in January. We are also looking for a person to take on the position as the library's treasurer. This person could be a board member or take on the role as a treasurer as a volunteer.
4. Community Survey Meeting: The talk will be held on Thursday, January 24. That way we can advertise the meeting at the Souper Supper.

New Business:

Items for January 16th meeting:

1. Annual Meeting
2. Discuss Souper Supper final details.
3. Discuss outline for the community meeting on the library's strategic plan scheduled for Thursday, Jan 24.

Jessica Pearson made a motion to adjourn meeting at 8:06 pm. Victoria seconded the motion. All were in favor.

Respectfully submitted,

Jessica Pearson

12/19/18