

Appleton Library May Minutes
September 18, 2019

The meeting was called to order at 7:01pm on September 18, 2019. Trustees present were Margaret Wilson, Patti Chapman, Heather Wyman, Jessica Pearson, Nancy Brown, Jessica Whitworth and Annabel Turnbull. Library Coordinator Julie Sells was not present. Members of the public present: Victoria Bucklin.

Minutes: Heather Wyman made a motion to approve the July meeting minutes, Patti seconded the motion and all were in favor.

Treasurer's Report: All reports are in the normal range. Patti wants to start creating a budget committee to discuss the upcoming budget. Heather Wyman, Jessica Pearson and Patti Chapman will form the budget committee and set up a meeting soon.

Coordinator's Report: We are setting the date of Thursday, December 12 to pull the raffle ticket for the quilt. We will host the cookies and caroling event that evening as well. Annabel will be the point person to organize the time slots and bakers for election day bake sale at the polls.

Action between Meetings:

1. Staff Education about Meeting Room Policy:
2. Volunteer Appreciation Dinner: The dinner went well. It was well attended. The tables in the meeting room made for a nice dining and social atmosphere.

Old Business:

1. Strategic Planning: Increase the diverse population of library users.
2. Planting for Debby: It was agreed that members of the board will meet to plant lilacs in honor of Debby Keirnan's dedication and work for the Appleton Library.
3. Need another Chair Dolly: Another chair dolly is needed to ease the load of the two full dollies. A third dolly will make it easier for staff and volunteers to move the chairs around.
4. Raffle Update: See above in Coordinator's Report.

New Business:

1. Discuss Addition to Meeting Room Policy: To be added to the Library's Meeting Room Policy the disclaimer: "Library sponsorship of, or permission to hold, any meeting, presentation or other use of any facility does not mean that the library supports, endorses, or advocates any view expressed therein" needs to be added to all publicity involving events to be held at the library. Jessica Pearson made a motion to accept the amendments to the Meeting Room Policy. Patti Chapman seconded it all were in favor.
2. Professional Development for Julie: The board agreed that Julie should sign up for the professional development opportunity.

3. Discuss Amending Code of Conduct: Margaret made a motion to accept the amendments to the Code of Conduct. Jessica Pearson seconded it and all were in favor.
4. Discuss Drafting No Dogs Policy:

Items for October 16 meeting:

1. Second reading of meeting room policy
2. Dog handout

Margaret made a motion to adjourn the meeting; Jessica Pearson seconded it and all were in favor. The meeting was adjourned at 9:10pm.

Respectfully submitted by Jessica Pearson on September 18, 2019.