

## **Kimball Library Trustee Meeting Minutes for January 13, 2015**

The meeting was called to order at 5:12 PM. Attending: Susan Westbrook, Paulette Staats, Kelly Green, Jason Aldous, Betty Philips (by phone for the investment committee discussion) trustees. Amy Grasmick, director.

The December 2014 minutes incorrectly reported that the next trustee meeting was to be February 10, 2015 and not today.

### **Director's report.**

Amy reported on the masonry project. John Wastrom has made a great deal of progress locating materials. Planning is underway.

The next step in the drainage project is to determine the library's property lines. Amy will contact the town manager and has reviewed Mark Bannon's plans.

Amy is waiting for a grant agreement to begin work on the Vermont Digital Economy Project website template.

In regard to the Edge Assessment, Amy installed a privacy screen on a computer downstairs, but has not heard feedback yet from users. Area educators are meeting with Amy next week to discuss "information literacy" in the community.

We have seen a big uptick in donations. Amy gave a special thank to donors who made sure that their gift was matched by a matching program!

The tax preparation program moved this year to a new location that allows more confidentiality to participants. Tax forms are going online so tax payers are going to have a lot of questions this year and will need assistance with understanding how to get the forms they need.

**Trustee development.** We are looking for a trustee to fill a five-year position.

**Investment committee.** Jason reported that an administrative issue with our Wells Fargo account raised the issue again of our need to write an investment policy and be sure that our endowment meets the library's needs. Kelly will draft a mission statement and investment policy based on Grafton's and Ilsley's policies.

**Treasurer's Report.** Jason submitted January's report. Jason is finishing a long term as a trustee and will be missed!

Our next regular meeting is February 10, 2014 at 5:00 PM.

The meeting was adjourned.