**Townshend Library**

**Board of Trustees**

**Minutes of Meeting April 11, 2018**

Present are Marge Holt, Maggie Bills, Marilee Attley, Pat Lassoff, and Karen LaRue. Meeting called to order at 5:41.

**Agenda Changes:** None

**Minutes:** It was moved, seconded, and approved to accept the minutes of the March 14, 2018 meeting.

**Correspondence:**  None

**Members of Public:** None

**Librarian’s Report:**  Internet connection still slow. Karen will update the computers and then we will re-evaluate. Marge and Pat will be attending the trustee meeting in Brattleboro on April 28.

**Treasurer’s Report**: The Key investments are down about $1000 in the last month. Money Market account balance is $36,462.89.

**Pay Orders:** It is moved, seconded and approved to pay Town Order dated 4/11/2018 in the amount of $366.63 and Trustee Order dated 4/11/2018 in the amount of $4,107.51. Petty cash deposit is $84.30.

**VERSO Update:** Our catalog has been exported to AutoGraphics. They have requested our patron records and will begin uploading soon. Karen says the interface doesn’t look the way she expected it to, and she’s not sure why. She will look into extending LibraryWorld subscription.

**Policy update**: Snowshoe policy: 3 should read: The snowshoes must be brought into the library and returned clean and dry. 4 should read: you are responsible for the cost of replacing them. 6 should read “its trustees”. It is moved, seconded and passed to approve policy as revised.

**Building projects:** Basement window needs to be replaced. Karen will call Robinson Screen to see about replacement. Ramp needs to be weatherproofed this summer. Who can do it? Front steps are uneven and people struggle to come in front door. Noyes Masonry estimates $4000 to remove steps and reinforce base (this would entail moving the crabapple tree) or $1800 to dig around sides and lever steps up. Pat will try to get two more estimates. We will revisit next month. Front sign: Marge will call about getting repainted.

**Thank You:** Ann will write thank-you for snowshoes.

**Friends:** Meeting planned for the end of May.

Next meeting May 9 at 5:30.