**Townshend Library**

**Board of Trustees**

**Minutes of Meeting Nov. 12, 2014**

Present were Marge Holt, Marilee Attley, Ann Allbee, Maggie Bills, Robin O’Neill and Karen LaRue. Meeting called to order at 6:20 p.m.

**Agenda Changes:**

**Minutes:** It was moved, seconded, and approved to accept the minutes of the Oct. 8, 2014.

**Correspondence:**

**Public:** None

**Librarian’s Report:** LibraryWorld glitches are hard to figure out. Is it LibraryWorld or our internet connection speed? Karen will try to get to bottom of this, maybe starting with questions to LibraryWorld group. Also, LW reports about holdings are not always accurate. Karen will double-check how videos are cataloged as to material type. Suburban Propane delivered oil. Marge will call to let them know they are not our supplier any more. DVD rack has been ordered from Demco. With help from Louise and the Newfane Library to meet a minimum purchase, we also get a free book cart.

**Treasurer’s Report:** For period ending 10/31 Key account balance was $73,583.53. Dividend will be $1252.84. Robin will contact as to how to take dividend.

**Pay Reports:** It was moved, seconded and approved to pay Town Order dated 11/12/2014 in the amount of $798.45 and Trustee Order dated 11/12/2014 in the amount of $1578.08. Petty Cash deposit is $63.73.

**Website:**  GoDaddy owns domain name and would charge to continue TownshendLibrary.org. We decide to change name to **TownshendPublicLibrary.org** and go with SquareSpace host.

**Financial reports:**  Where on the reports can we locate the current memorial funds balances? Robin will ask Kris about this.

**Friends of the Library**. Town wants tax exempt number. Marge will contact Sarah M. for this.

**Newsletter:**  Ready except for dates and details and Librarian’s corner. We will include newsletter in fundraising envelope.

**Gingerbread House:**  Volunteers needed. Date to be determined.

Meeting adjourned 7:56.