

**William H. Bush Memorial Library  
Board of Trustees  
July 25, 2018 Meeting**

President Susan McArdle called the meeting to order at 7:08 p.m.

Members Present: Susan McArdle, Nelson Schwartzentruber, Michelle Jones, Daniel Jantzi, Amy Beyer, and Cheryl Kelly.

Members Excused: John Domagala

Library Staff Present: Brandie Rogers

The agenda was approved with changes with a motion made by Nelson, seconded by Cheryl.

**Librarian's Report:** See the attached notes. The Summer Reading Program is going well. Public computers will need to be replaced.

**Secretary's Report:** Nelson moved to accept the minutes of the June 27, 2018 meeting as written, seconded by Michelle. Motion carried.

**Treasurer's Report:** Treasurer Nelson Schwartzentruber presented the quarterly financial report, report approved with a motion made by Daniel, seconded by Amy.

**Old Business:** Dan reported on the sidewalk line, the cracked tile, the mulching and mowing. He has spoken with the groundskeeper regarding refraining from mowing during library hours. Dan will remove the excess mulch from around the trees. Dan is also making arrangements to have the property surveyed and property margins marked.

Nelson shared the quote received from EMM Heating Services for furnace repair/replacement. Dan will request a quote from Brown's Heating and Plumbing.

Sue Boldt is interested in becoming a substitute in the library, Nelson will have her complete the required paperwork.

Nelson spoke with Joshua Fitzgerald regarding a "Tech Help" program for library patrons. Joshua indicated that he would be interested if one topic were to be addressed per program. Library staff will collect topics that patrons are interested in learning about.

Martinsburg Day is August 11, 2018. The library will be open until 3:00 p.m. on that day. The library is sponsoring a concert by the 10<sup>th</sup> Mountain Division Band "Landslide" at 7:00 p.m. at the Municipal Building. Nelson has planned for a meal to be served to the band members.

Discussion was held regarding the planting of a tree to replace the one taken down. Board members agree a maple tree would be nice.

Discussion was held regarding the possibility of implementing a No-Fine Policy. The board decided to do a 2-month trial during the months of August and September. Changes in patron behavior regarding the return of books will be assessed during this time period.

Further discussion was held regarding the Fire Department's addition to their building and their request to use the library's parking lot as the entrance/exit of fire trucks. Because of the concern for the safety of all of our staff and patrons using the parking lot, the board will not agree to have the parking lot used as access.

The Long-Range Plan was reviewed and topics that need to be addressed in 2018 were discussed.

**New Business:**

Guidelines for the Membership Committee and the Nominating Committee were written.

Sue shared correspondence.

Next meeting will be held August 22, 2018 at 7:00 p.m.

A motion to adjourn at 8:30 p.m. was made by Nelson, seconded by Michelle. Carried.

Respectfully Submitted,  
*Cheryl L. Kelly, Secretary*