

Minutes for Special Meeting April 3, 2019 of the Ainsworth Public Library Board of Trustees:

Present were Laura Keenan, State of Vermont Department of Libraries, Bill Johnson, Carol Corneille, Helen Duke, and Karla Perkins, Board of Trustees, Sarah Snow, Director (Librarian) of the Ainsworth Public Library, Marsha Martin and Jennifer Allard, Guest.

Bill Johnson, Board Chairman, called the special meeting to order at 9:30 am.

Laura Keenan from the State of Vermont, Department of Libraries provided a Training Session for Trustees of the Ainsworth Public Library. Training provided information according to State Laws for the operation of Libraries and the different roles and responsibilities of the Board of Trustees, Library Director, and Friends of the Library. Some recommendations made as follows:

- ✦ Need to elect a Secretary
- ✦ Review By-Laws – for the process of amending them according to law
- ✦ Keep to Agenda items, changes to By-Laws essential vs. critical.
- ✦ Laura advised the Board not to go forward at this point in appointing Jennifer Allard, the Town's Treasurer, as Board member, as this could conceive to be a conflict of interest.
- ✦ Library should not have separate EIN number as it is a municipal Library.
- ✦ Trustees should review the policies of Library.
- ✦ Trustees should be looking at developing a Five year plan.
- ✦ Director can work 35 hours.
- ✦ Be transparent to the community; reach out to community to see what they would like to see at the Library, work to promote a cohesive relationship with the Town.
- ✦ Laura suggested that we keep our investments not with Trustees of Public Funds and to engage with a broker of our own. Be careful what you turn over to the Town for safe keeping. But noted this is a Board decision, and if so make sure it is clear to the Trustees of Public Funds what these investments are for.

Laura invited us to an All-Day State Training for Trustees on May 21, 2019 in Burlington. She thought the registration fee would be \$50.00 per Trustee.

Laura concluded her presentations at 11:35 and we broke for Snack & Drink.

Commenced the meeting at 12:00 with the following present: Helen Duke, Bill Johnson, Karla Perkins, Trustees, Sarah Director, Marsha Martin, Guest

Bill submitted a letter of resignation from the Board of Trustees, to the assembly noted above, effective immediately as of this date (April 3, 2019).

Bill stated his reasons and departed. Helen, Sarah, Karla remained to prepare agenda for April meeting.

Meeting adjourned 12:45 pm

Respectively submitted April 5, 2019

Karla D. Perkins, Trustee

