

**Meeting Minutes**  
**Ashby Library Trustees**  
**July 27, 2016**

Call to Order: 7:05PM

Present: John Mickola (chair), Michelle Thomas (vice chair), Claire Lavin (secretary), Dwight Horan, Angela Jack, Anne Manney, Martha Morgan, Mary Murtland (director).

**Secretary's Report:**

July 22 minutes approved unanimously.

**Treasurer's Report:**

Roberta was not present but sent word that there were two donations deposited. Mary would like to be told if a donor requests certain books be purchased so she can make sure it happens.

**Bills Payable:**

Approved unanimously.

Collections Development Policy: Tabled to next meeting.

**Director's Report:**

Mary is working on the ARIS report which is due in a couple of weeks. In completing it, she noticed a steep increase in circulation numbers for e-books and downloads. We continue to send out more books than we borrow from other libraries.

The Police Chief would like the library to be available as an emergency shelter in heat waves for the elderly in the community who have no air conditioning. Mary asked him to put a proposal together so trustees can discuss it.

Mice continue to be a problem. John will put out more traps.

Motion: to accept director's report – approved unanimously.

There was a discussion about goals for the director for the coming year. Three goals were identified:

1. Management class.
2. Update policies – starting with the Collections Development Policy.
3. Renew the 5 year plan – to be started in the fall.

Solar Update: We did not get the grant. However, we have done all the necessary preparations so are ready to go if we get funding. There are two bids. We will get a few more.

Mary reported on status of the Friends' situation. The back bills have been paid and she is now collecting a check ahead of time in order to pay immediately when programs are provided to the library. There is concern that we will lose a substantial amount of potential craft vendors for the Pumpkin Festival because there isn't a schedule yet. Dwight shared info from the Secretary of State's office regarding lack of proper procedure for election of officers. The Friends' next meeting is Aug 17 and a few trustees will try to attend.

Motion: to adjourn 7:59PM– approved unanimously

Respectfully submitted:  
Claire Lavin, Secretary