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West Woodstock Library Association

06.18.2005 Board of Trustees & Annual Association Meeting Minutes

1. **Call to Order** - The meeting was held at WWL and called to order at 8:35 AM. Susan Conover, Marjorie Ellsworth, Roger Gale, Laurel Garry, Don Harding, Paul Lynn, Craig Tyler, Gail White and Gail W. White attended. Sam Hunter, Cathy Lewis, Lucy MacWilliams and Dave Wright did not attend. Liz Heckler also attended the meeting.
2. **Reading of 03.12.2005 Board of Trustees & Association Meeting Minutes** - The minutes from the 03.12.2005 Board of Trustees & Association meeting were accepted into the records as presented.
3. **Treasurer's Report** – Susan Conover presented the treasurer's report in Sam's absence. Susan presented a spreadsheet of the current expenses and budget. The budget contribution from the town was finally set at \$9,333 for the 2005-2006 fiscal year. Please see the report in the meeting file.
4. **Committee Reports** - The following reports were presented.
 - A. **Building Committee** - Gail W. White gave an update on the status of the building project. Peter Hamm has completed work on the law office and plans to complete the shell of the connector are being finalized. Please see her report in the meeting file.
 - B. **Development Committee** – Roger Gale reported that now that the Town of Woodstock had finalized the budget amount to the library the committee would begin planning fund raising efforts for the coming year. This will most likely begin with a letter campaign in September. The committee will be addressing both operations and construction funds.
 - C. **Community Committee** - Craig reported that 2 newsletters were published during the past year, 2 short of the goal. The goal for the coming year is again to publish a newsletter each quarter. The computerization of the book collection is continuing with over 3,000 titles cataloged to date. Please see the report in the meeting file.
 - D. **Library Committee** - Susan presented the librarian's circulation report, see this in the meeting file. Pat Pelloth gave an update on her activities including plans for holding story hours at the library. Please see her report in the meeting file.

5. **Unfinished Business** - The following items were discussed.

- A. As previously noted, Susan Conover confirmed that our budget request to the town was reduced to \$9,333 for the coming fiscal year.
- B. The Russ Bowen collection still needs to have more work done to finish sorting and cataloging it. The plan is for volunteers to meet at 9AM on July 9th to complete this work, all are welcome to help.
- C. The following individuals were presented by the nominating committee for re-election to the board – Marjorie Ellsworth, Laurel Garry, Cathy Lewis, Paul Lynn, Gail White and Dave Wright. Liz Heckler was also nominated to serve on the board. Russ Castello had indicated interest but changed his mind. A motion was made and passed with no dissenting votes to elect all to the board for three year terms.
- D. Susan Conover reported that the library had been advised that we are listed as one of the beneficiaries in the will of Elizabeth Perrin who passed recently. As we get more details on what that will be Susan will advise the board.
- E. We did not act on the election of this year's Board of Trustees representatives to the executive committee, a 1 year term position per the bylaws. This will be acted upon at the next Board of Trustees meeting on September 17th. Gail White and Marjorie Ellsworth have served in this position for the past year.
- F. We need to keep the grass around the library mowed. Paul Lynn said he will try to get to this but help from anyone who wants to volunteer would be appreciated.
- G. A motion was made and passed to name Gail White as the assistant treasurer; to work with Sam Hunter and become familiar with the library finances. It appears Sam will be spending more and more time in Virginia and this should in aid in a smooth transition.

6. **Adjournment** - The meeting was adjourned at 9:45 AM.

Respectfully submitted,
Craig Tyler