

December 2016 Trustee Minutes  
Gay-Kimball Library  
Board of Trustees Meeting  
December 8, 2016 - at 4:00 pm

**Members Present:** Allan Bailey, Yvonne Peters, and Charleen Hoefsmit  
Also: Stephanie Charlefour- Librarian and Herb and Ben Drugg - Patrons

**Treasurer's Report:** Checking - \$50,110.49, Fines -\$194.31, Memorial Fund - \$671.37,  
Petty Cash - \$79.00  
Grand Total: \$51,055.17

**Librarian's Report:** Door count: 932, Circulation: 1,671, Computer Usage: 62, New  
Patrons: 4, Meeting Room Usage: 6, Programming: 230

**Discussion Topics:**

- Patrons Herb and Ben Drugg attended the initial portion of the meeting to ascertain the Library's position regarding the \$46,000 check issued by the Selectmen for Library renovations.
- The Selectmen had asked the Library to return the funds and put the request for repairs into a Warrant Article ( to be evaluated in March) instead. After consideration of the Town peoples' wishes to be more involved in the dissemination of the cash bequeathed to the Town of Troy, the Trustees voted "Yes" to both the return and the Warrant Article.
- Necessary electrical work (Exit Signs) will be covered by the Library's current budget. All other renovations (carpet, tiles, etc.) will be placed on hold until the decision in March.
- The Budget Committee did not approve the Library's request for an additional staff member.
- To offset reductions in the budget, changes to business hours for 2017 were revisited. The Trustees voted unanimously to reduce operations by 5 hours per week.

New hours will be:

Tuesday 10 - 4

Wednesday 2 - 7

Thursday 10-4

Saturday 10 - 2

- The most recent update from the Trustees of the Trust Fund shows a projected amount of \$7,800 to be received by the Library in 2017.
- Stephanie used proceeds from the Clif Mini Grant to purchase materials for next year's "1000 Books Before Kindergarten" Program.

- Jessica Clark has expressed interest in the upcoming Trustee position. Yvonne will send her a Trustee Manual to peruse.
- A library card request by a potential patron who will be temporarily in Troy prompted the Trustees to vote “Yes” to creating and issuing a 30 day temporary card. The Trustees will vote on the exact wording of this policy change next month.

**Other Business:**

- The meeting went to Non-Public Session at 5:16pm to discuss evaluations and contracts.
- The Trustees returned to public session at 5:50pm.

Meeting was adjourned at 5:50 pm. The next meeting is scheduled for Wednesday, January 11, at 4:00pm.