

**Voluntown Public Library Board of Trustees**  
**Regular Meeting, September 11, 2014**  
**Voluntown Public Library, 6:30 PM**

**Regular Meeting**

A Regular Meeting of the Voluntown Public Library Board of Trustees was called to order on Thursday, September 11, 2014 at the Voluntown Public Library. Chairperson Erika Jones called the meeting to order at 6:35PM

**Trustees Present**

Erika Jones, Martha Wittwer, Gloria Matthews, Sandra Pellinen, and Rachel Ricard. Tracey Hanson was absent.

**Library Staff Present**

None

**Town Officials/  
Invited Guests**

Athena Maynard (as designer of website)

**Citizens Present**

Tracey Hutchinson

**Approval of the Agenda**

A Motion was made (Pellinen, Ricard) to move 'Website Progress' to the top of the Agenda, so Ms. Maynard could give her presentation on the library website right away. Unanimously approved.

**Approval of the Minutes**

A Motion was made to approve the minutes of the July Meeting (Ricard, Matthews). Approved. (Abstain; Wittwer, Pellinen)

**Citizens Comments**

Mrs. Hutchinson is interested in joining the board when a vacancy arises.

**Reports**

**Treasurer's Report**

Was presented by Martha Wittwer. Reviewed new format for budget. Decided to move line item 2014/15 and add a "balance" column. Removing "vital statistics" line item. Removing 2013/14 budget info column.

**Librarian's Report**

We would like at least one other estimate for the window, possibly

two. The BOT Secretary will write thank you notes to Penley donators. Martha will ask Paul Penley if Marge had any particular books/authors she particularly liked and then we will buy some in her honor. Decided to keep the donations "status quo" until further notice.

### **Committee Reports By Law Committee**

The By Law Committee met on September 3, 2014. Minutes are attached. An updated ByLaws Draft was emailed to all Trustees prior to tonight's meeting for discussion under 'Old Business'.

### **Policy Committee**

The Policy Committee met on September 3, 2014. Minutes are attached. Next meeting is October 1, 2014.

### **Old Business ByLaws**

### **Genealogy Section**

The idea of adding a Genealogy Section has been taken into consideration by the Board. Tabled for further discussion when Library Director is present.

### **Volunteer Recognition**

April is Volunteer Month. Ideas for recognition were discussed.

### **Substitutes (Contracted vs Employee)**

Tabled until next meeting.

### **Library Website**

Ms. Maynard presented her design for the new library website to the Board. The Board agreed to have the Board of Trustee minutes linked from the town website to the library website. Ms. Maynard is open to any suggestions from the Board as to what to include in the site.

### **New Business Special Meeting**

Ms. Jones will contact the First Selectman with the suggestion that the Library be added to the next Board of Selectmen meeting. Ms. Ricard will attend the Board of Selectmen meeting.

**Donations**

Donations will be kept 'as is' for now.

**Suggestions for  
next Agenda**

Board of Selectmen's meeting  
Special Meeting

**Adjournment**

A Motion was made to adjourn (Pellinen, Ricard) at 8:55. Voted  
Unanimously.

Respectfully Submitted,  
Martha Wittwer, Secretary Pro Tem (took notes at the meeting)  
Tracey Hanson, Secretary (typed to format)