

**Gleason Memorial Library
Trustee Meeting
November 30, 2017**

The Gleason Memorial Library board met on November 30, 2017 with members Lisha Scifres, Pam Bell, Renee Yocum, Donna Butler and Mary Grace present. The minutes of the previous meeting will be presented at the January 2018 meeting. The financial report showed a balance of \$20,834.36 with \$1,407 in savings.

Librarian Renee Yocum presented her report:

A. Death by Chocolate: The date was set for Sunday, February 11, 2018 from 12:00-2:00 p.m. Chances will be sold on a Kindle device to be awarded at the event. A list of suggestions developed shortly after last year's event was presented.

B. National Network of Libraries of Medicine Grant: This grant will provide our library with a website heavy on health resources, training for library staff in using the resources and updating the website, training health partners in using the resources and \$1,000.00 to purchase technology equipment for public use.

C Policy Reviews: Several library policies were reviewed. The Internet, Circulation, and Fax policies were reviewed. A fax policy set fees at \$1.00 for each page faxed and 35 cents for each incoming page. The Library Mission statement was reviewed.

D. Revisions to State Aid Rules were briefly discussed.

E. Apollo Automation Trial: It will begin loading on Friday and continue through the weekend.

F. Impact Survey/Edge Assessment was presented with some of the comments received on the returned assessments. The comments have been presented to the town council.

G. Summer Reading Programs are all booked. Dates are June 9, June 16 and June 21.

H. Masonry Repair. Mike Faulkner came and briefly surveyed the damage but did not comment on what needed to be done. It is hoped that the outside leak repair is working. Lisha will look into further repairs.

The proposed computer classes from Southern Tech will be held at the library provided three students enroll in each class. The board bi-monthly board meeting schedule was also presented.

The carpet will be cleaned at the same time as town hall.

The meeting adjourned following a motion from Lisha seconded by Mary.