

**Vernon Free Library Board of Trustees
Wednesday, September 27, 2017
Special Meeting Minutes**

MEMBERS PRESENT:

Bronna Zlochiver, Chair
Melissa Ferris, Vice Chair
Janis Pereira
Ellen Hardy, Substitute Secretary

OTHERS PRESENT:

Jean Carr, Library Director

ABSENT:

Ruth Kibby, Secretary

SPECIAL MEETING

Bronna Zlochiver, Chair, called the special meeting of the Vernon Free Library Board of Trustees to order at 4:35 pm

PUBLIC PARTICIPATION

None

CHAIR'S REMARKS

None

AGENDA ADDITIONS/CORRECTIONS

Additions to the agenda:

- Annual appeal
- Bills, warrants and time sheets

A MOTION WAS MADE BY Janis Pereira to update the agenda to add the annual appeal to Old Business and to add bills, warrants and time sheets to New Business. SECONDED BY Bronna Zlochiver. MOTION CARRIED 4-0

OLD BUSINESS

2016-2017 Budget Overage

- After discussion of the 2016-2017 budget there were still areas of uncertainty. More information is needed prior to making any commitment to approve funding for the overage.

A MOTION WAS MADE BY Ellen Hardy to table the decision to fund the budget overage pending further examination of library funds. SECONDED BY Melissa Ferris. MOTION CARRIED 4-0

Annual Appeal

- Ellen Hardy distributed a draft of the annual appeal letter for trustee and staff review.

NEW BUSINESS

Bills, Warrants and Time Sheets

- The trustees discussed review of time sheets as well as review of bills and warrants.

A MOTION WAS MADE BY Melissa Ferris to have Chair Bronna Zlochiver send a letter to the Town Treasurer stating that the Trustees would like to see time sheets included with monthly bills and warrants. SECONDED BY Ellen Hardy. MOTION CARRIED 4-0

2018-2019 Budget Planning

- The Trustees worked diligently to create a budget to be presented to the Selectboard at the October 4, 2017 budget meeting.

EXECUTIVE SESSION

None

ANNOUNCEMENTS/INFORMATION

The next regularly scheduled meeting of the Vernon Free Library is set for October 11, 2017 at 4:30 pm

MEETING ADJOURNED AT 7:10 PM

Respectfully submitted,
Ellen Hardy
Substitute Secretary