

Norfolk Public Library
Board of Library Trustees

September 16, 2015

A regular meeting of the Norfolk Public Library Board of Trustees was held on September 16, 2015 at the Norfolk Public Library. In attendance were the following trustees: Kenneth Nelson, Glenn Hill, Kumkum Pareek Malik, Library Director Robin Glasser, and Associate Director Sarina Bluhm. Kenneth Nelson called the meeting to order at 6:16pm.

Approval of Minutes

The minutes of the June 20, 2015 meeting were approved. The minutes of the special meeting of September 2, 2015 were also approved.

Public Comment

There was no public comment.

Director's Report

Director Glasser reported the summer was busy, with successful reading programs that engaged greater adult participation than expected. It was further reported that Sarina Bluhm is training Sarah Ward to process payroll and accounts payable, while Director Glasser is transitioning tasks to Sarina Bluhm.

Friends Report

Glenn Hill reported on the Friends meeting, where the Friends reviewed their budget. At the meeting, a presentation was made by Marissa Antosh and Sarah Ward with regard to budgeting for children's programs. The Friends agreed to fund a building improvement for the Children's Room. Discussion was also held around preparations for the 2016 Book and Bake Sale.

Old Business

A discussion was held around draft Bylaws for the Board of Trustees. Further action was postponed until the October meeting.

New Business

The Borrowing Policy was distributed for annual review. The MBLC "Trusty" Trustee Guide was also distributed.

The draft contract for Sarina Bluhm was discussed and approved by a unanimous vote. Kenneth Nelson agreed to inform the Town Administrator of this action.

Next Meeting

The next meeting of the Trustees shall be held on October 21, 2015 at 6:15 PM in the Norfolk Public Library.

Adjournment

The meeting adjourned at 6:43pm.

A handwritten signature in cursive script, appearing to read "Glenn Hill".

True copy respectfully submitted, Glenn Hill, Clerk.