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**MEETING OF AUGUST 10, 2006
MINUTES**

Present: Trustees Paula Davidson (chair), Ron Lay-Sleeper (treasurer), Diana Klingler; Librarian Connie Koeller. Absent: Trustees Judy Boucher, R.D. Eno

1) Convened at 5:30 PM.

2) The minutes for the previous meeting of July 13, 2006 were accepted as written.

3) Treasurer's Report:

a) Ron and Connie reported on the effort to establish a reimbursement schedule with Town Clerk Chris Kaldor. The Library has submitted to Chris a proposal that the Town pay the Library \$5,000 on January 1 of each year, in advance of the annual appropriation, to cover the beginning-of-year expenses and presenters; and thereafter to pay the Library one-eighth (1/8) of the remainder of the Library's annual appropriation each month starting in April. Chris Kaldor is reviewing this proposal. He says the date of the initial payment, whether in the past or current fiscal year, has ramifications for accounting and tax purposes. It may be better to make the final payment around the last of December. He will suggest which will be better.

b) Ron and Connie reported on the Library's progress with its intent to reimburse the Town for paychecks issued to Connie this year, which should have come from last year's appropriation. Ron and Connie submitted an estimate of \$800.49 to Town Clerk Chris Kaldor to cover the salary for the two weeks, plus Medicaid and Social Security withholding. Chris will review his books and confirm the exact amount to be reimbursed by the Library.

3) Librarian's Report: visits of patrons were down 30% to 505; circulation of materials was down 24% to 802 items. Program visits were up 120% to 765 (this includes public attendance July 4th to a library-sponsored event at the Recreation Field). Connie believes the decrease in Library participation may be due to the unseasonable temperatures and maybe to the absence of a summer newsletter. The Cabot Coalition, which normally produces a summer newsletter, did not do so this year. The State will be providing information on summer programs earlier in the year. Connie also reported on her attendance at the Vermont Library Association Conference.

4) Meeting adjourned at 6:35 PM.

Next regular meeting September 14, 2006

Submitted by Ron Lay-Sleeper, amended by Trustees and redrafted by R.D. Eno, secretary.