

**Draft – Minutes of the Haskell Free Library and Opera House
Board of Trustees
Wednesday, May 20, 2015**

Present: Nancy Rumery, Frances Bonenfant, Matthew Farfan, Carol Power, Patricia Hunt, Ross Murray, Tom Adams, Ann Marie Boushel, Phil Gosselin (guest)

1. Call to order: 6:33 p.m.
2. April Minutes, moved and seconded, all in favor
3. Business Arising
 - a) Bar in OH: discussion of balcony-level location. Would be offered by QNEK for the moment, maybe others if proceeding. Phil Gosselin explains that, as he understands it, under Vermont law, we are eligible only for a first-class catering license. Cost is \$3-400 per year. Discussion to be continued. Tom will check with insurance regarding implications. Pat expresses concern about accident liability i.e. overserving.
 - b) Insurance. See above.
4. Opera House Report
 - a) Grant update: USDA rep came today, Nancy reports.
 - b) CBC “Still Standing” will air in January. Nancy finds that when a film crew comes to the Haskell, they don't make a distinction between library and opera house. Responsibilities need to be clearer. CBC was charged for the rental of the facility.
 - c) Need to get a couple of keys to the OH. Tom will contact Sylvie to find out what the holdup is.
 - d) PayPal issue is resolved.
 - e) Matthew would like the reamble before shows to be looked at and shortened considerably.
5. Library Report
 - a) Radiator in the box office has been capped. A temporary heater will be used as necessary. We should make sure in the fall that the antifreeze is strong enough. Lines clogged as well need to be checked. Winterization of the Opera House should be verified.
 - b) Gardening: Stacy is willing to do an hour a week. It is agreed that this should be at her regular rate.
 - c) Summer student not hired yet via Service Canada grant. A reminder that we have hired Sarah Jacques out of our own funds to be able to have this second employee available during the summer.
 - d) Plaster repair will be done.
 - e) Future planning: The decreased use of the library is making Nancy antsy. We have utilized every inch of this space. Not looking for solution but need to think how to have, for example, storytime going on while someone is using computers quietly. We need to think of the future of people coming in and using the library, not just getting s

book. Otherwise we risk becoming a quaint roadside attraction. Ideas include having winter branches in Stanstead and Derby Line; make reading room the kids' room; use the back space more efficiently; more planned activities; more convenient hours for working families. The board declares its openness to change and encourages Nancy to explore ideas and bring them back for discussion.

6. Financial Report
March and April reports: Moved, seconded and approved. All in favor.
7. Donation box in OH: bilingual sign needed.
8. Bylaws – revisions. Look at the issue of succession of board members. Need a bylaw committee. Will be on the agenda for discussion next month.
9. Donations designated as Haskell Opera House will be accepted by bank.
10. Use Policies: Moved and seconded that two Use Policies be accepted as presented. All in favor.
11. Question from Phil why there is no overall custodian responsible for the overall maintenance of the building, a go-to person for incidents like the bannister or radiator. A lot of work is done by volunteers but this is unreliable. Is it not Marcel? Need a job description for Marcel and Dian. Matthew to ask Marcel about taking care of general maintenance and troubleshooting. Calendar of maintenance to be created.

Adjourned 8:11 p.m.

Next meeting Wednesday, June 17, 2015 at 6:30 p.m.

Ross Murray, Secretary