

Minutes from the Brown Public Library Board of Trustees - 7/17/18

Present: Maryann Beaupre [President/Chair], Larry Garland (MAL), Tossy Garrett [Secretary taking minutes], Katie Wawrzyniak (VP), John Stevens (Treasurer), Cyndy Bushey (MAL), Sherri Brickey [Director] Absent: Gail Hall (MAL)

5:00- Meeting called to order by Maryann

5:01- Katie reports that instead of approving agenda (since it has already been posted), we should ask about errors, omissions, or public comment. If any of those happen, that item would have to be duly warned for the following month before amending at the next meeting. No errors, omissions or public comment was raised for this agenda.

5:04- Minutes of both the June meeting and the special meeting on 6/28: some small typos were found, but otherwise looked correct. John moved to accept the Minutes, Katie 2nd; voted & approved.

5:07- Treasurer's Report: We had a good July. For year end, on the books it looks like we lost \$6K, but since we didn't take the planned \$15K out of the Moot fund, we actually came out \$7K ahead of budget. We spent a little extra on the youth budget, otherwise in line with budget. If the Promise Community presents an appropriate design, John will take up to \$5K out of building fund, and \$5K from Weiss grant to fund the gazebo. Markets for our funds are doing OK, we earned 7% on the building fund, but only 3% on the Moot fund. Town employees will get a 2% wage increase this month, so our employees will also receive that increase.

For the June Treasurer's report, Tossy wondered why the line with personal contributions was budgeted much higher than received, and John stated that we generally received approximately the projected amount but that personal donations were just not made to that level.

Cyndy moved to approve both the June and July Treasurer's reports, Larry 2nd, voted & approved.

5:15- Librarian's Report- We had a busy month, with 26 new patrons (largely due to lots of new families moving to town). Bookstore revenue is over \$1600 for the fiscal year. The town has scheduled to have our boiler cleaned soon in preparation for winter. The painter hasn't completed his job or returned to replace the pigeon spikes, which is becoming a problem again. The town manager reports that the painter hasn't been paid yet, so hopefully we'll get those things taken care of soon. Katie will be in touch with Kenny Goslant to try to hurry this along. We will need a new website and web master since Floyd is resigning from volunteering in this duty- Sherri and Britta will be meeting with a rep from Norwich to discuss getting help from a student, and the website seems like a perfect project for this. June was also busy for youth programs. There are over 80 kids enrolled in summer reading program, with some great prizes offered. Sherri has completed Britta's annual report, which all looks good and Britta has reviewed and signed.

5:25- Old Business

1. Bylaws- Tossy has rewritten the Bylaws Committee's proposed changes up to Section 4.4. This includes the statement that the town Select Board is responsibly for filling vacancies on the Library Board. Katie wants to look at legality of changing this; are there any statutes that govern how we fill out vacancies? Sherri will contact the Dept of Libraries to ask about this. Historically, when there has been a resignation, we have posted the vacancy then presented a candidate to the Select Board to approve.

Should we clarify the bylaws to reflect this since it already works that way? Will discuss more at next meeting.

2. Basement water situation- VT Concrete Pouring will be here to fix this issue in August.

3. Pigeon issue- Are we covered by any historical regulations in dealing with this? John says no since we are not changing the building's structure. Should we make a frame for wire? Add hooks to hang up chicken wire? Tossy's husband Paul might be willing to look at this and make a recommendation. However it happens, we need to deal with this issue, the pigeons are nesting again and making a mess of the entryway.

5:38- New Business

1. 5 year plan- long range committee (Tossy, Kaite, Larry) hasn't met, but will set a date to meet and review the plan.
2. Granite Steps- might need sealant on the front steps (someone mentioned it might be the salt that is causing the chipping). We will ask Kenny when he is here.
3. Promise Community- clarification on whether they reported our contingency in their minutes- Maryann didn't think so, Tossy remembered that they mentioned needing to make design changes but not our specific contingency.
4. Mural above doorway- a patron asked for a mural above the door, but the board is worried about the maintenance over time and are not interested in going forward with this.
5. Other business- Cyndy reminded us that we had talked about a raffle for individual items (with a jar for each item) during our Labor Day booksale. This is the meeting to discuss and decide, next month is too late. Is there a price cap on the items donated by the board? (no, we agree that a variety of worth would be nice) Sherri has a cutting board donated by the school, to add to her raffle item. Cyndy will be in charge of getting the tickets and other raffle supplies ready. Each board member will donate an item or basket of items to raffle. Katie will be here for booksale setup, Tossy will come also to learn the ropes so the sale can continue. Katie reminds us that she is leaving the board, and is asking people to take over organizing the book sale and annual appeal which have been her responsibilities for many years. Katie also may be leaving her term early, for personal reasons. Our old book-seller that took out unsold books is no longer interested, so we need to find someone else to take the leftover books (or else they need to go to recycling), and someone needs to step up to take the books wherever they go. Sherri will look into whether Goodwill will take them. We will also organize the Friends' breakfast before the sale opens. Maryann recommends that Gail would be a good candidate for writing the appeal letter, if she is willing to take that on. Also, the art show has also been Katie's responsibility- so if the board wants it to keep that going, we will need to take over the planning.

5:56- Public Comment- No public present

5:56- Executive Session is not needed to discuss hiring. Roman was offered, and is interested in, accepting a position with us on August 1st.

Katie moves to hire Roman to be a library assistant at 20 hours a week, at \$13.25/hr. Cyndy 2nd. Voted and approved.

6:02- Maryann moves to adjourn, Gail 2nd, voted and approved- meeting adjourned.