

Brownell Library Trustees Meeting Minutes
October 20, 2020 at 7:00 p.m. via Go To Meeting

Brownell Trustees in attendance: Dottie Bergendahl, Rachael Coe (Teen Trustee), Linda Costello, Beth Custer, Helen Donahey, Jeanne Grant, Joe Knox, Andy Kolovos, Sheila Porter, Ann Wadsworth. Brownell Staff in Attendance: Wendy Hysko, Alison Pierce Other attendees: none

Meeting called to order at 7:01 pm by Andy Kolovos.

1. Agenda Changes/Deletions – a report from the budget working group was added under new business.

2. Minutes of Tuesday, September 15, 2020 – Linda moved acceptance of the minutes; Sheila seconded. The motion was passed unanimously.

3. Financial Report – Joe reported that the account balance is \$2,265.01. The CDs are earning \$6.38/month and currently have a balance of \$2,822.08. The children's fund balance is \$2,269.94. The trustees acknowledged the financial report. Dottie later briefly reviewed the budget and noted that it's too early to see any trends at this point.

4. Announcements – the library's tent has been pronounced dead after blowing into the Five Corners one too many times. Wendy is looking into a more permanent pavilion type structure funded through the state. It must be completed prior to December 31, 2020 to be able to access the funding.

5. Reports Library Director and Staff Report – In response to questions, Wendy reviewed the reasons why the library is not able to extend hours or browsing appointments beyond the current offerings. There is not enough interest in additional programs via Zoom to be worth the time required.

6. Committee Reports - none

7. Foundation Report – Dottie reported that the sponsors for First Wednesday have all renewed. The Al Bergendahl Program Fund money will match the local sponsors. It won't be possible to hold book sales for a while. Alison reported that the library's online book sales through Amazon are going well. We have about 30 titles listed and sell about one a week. One art book recently sold for \$170.

8. Old Business - Update on discussion of plan for libraries pending merger vote – Wendy attended a staff informational meeting. The town will not vote on the merger until March.

9. New Business - Budget working group – Dottie reported that she, Sheila, and 4 staff members met to work on the budget for the next fiscal year, which is due in early November. The group reviewed the contractual salaries and benefits and this have about a 4% increase. Equipment rental (the copier) is based on use and that item will increase as the Finance Dept did not anticipate the level of usage needed. The budget group increased funding for technology, the adult collection and the juvenile collection, and budgeted for the replacement of the book drop which has failed. It will not be possible to meet the Finance Director's requested goal of keeping to

a 3% increase due to the contractual costs. Wendy has connect with the Finance Director budget goals and where the Library budget is already beyond their goal due to contractual increases.

10. Adjournment – at 7:45 pm, Sheila moved adjournment and Linda seconded. The motion passed unanimously.

Minutes submitted by: Helen Donahey