

Brownell Library Trustees Meeting Minutes April 19, 2022.

Brownell Trustees in attendance: Christine Packard, Dottie Bergendahl, Beth Custer, Jeanne Grant, Andy Kolovos, Sheila Porter, Ann Wadsworth. Youth trustees: Isabella Silva

Brownell Staff in Attendance: Wendy Hysko, Tracey Durgan.

Other Attendees:

Meeting called to order at/by: 7:01 by Christine

1. Agenda Changes/Deletions

No changes/deletions

2. Minutes of Tuesday, March 15, 2022

Christine noted that Tracey's name was misspelled. Tracey didn't mind.

Sheila moved to accept Minutes as written. Jeanne seconded. Passed unanimously.

3. Financial Report

Checking: \$2,092.61

CD: \$2835.13

Dottie noted that, in general, expenditures are on track as expected.

Director Hysko and Tracey provided Trustees with information about how the finance department accounts for federal grant funds and outlined the activities grants identified on the spreadsheet are being put toward.

Director Hysko indicated that the time table for the door replacement is still unknown.

Ann asked about the status of budgeted expenditures for the adult collection. Tracey provided more up-to-date information that clarified circumstances. Discussion about the expenditure timeline ensued.

Dottie moved to acknowledge the financial report. Sheila seconded. Report acknowledged unanimously.

4. Announcements

No announcements.

5. Reports

Library Director and Staff Report (enc)

Christine asked about the status of the new book lockers. Director Hysko indicated that they have been installed and staff have been trained on them, but are not yet fully working due to some software complications.

Ann asked for clarification of the ILL statistics, which indicate decreased activity. Tracey remarked that she noticed this when she created the ILL report and is not sure why this is the case. Staff indicated that here are many potential reasons for the identified decline.

Note: at approximately 7:18 Christine passed responsibility for leading the meeting to Dottie due to technical problems.

6. Committee Reports

There are no committees.

7. Foundation Report

Book donations came in on Saturday. Feeling is that one Saturday a month to receive donations might be enough. There are some new faces participating which is a good sign.

8. Old Business

COVID library operations update

Sickness is increasing. Staff are nervous about the Federal Mask Mandate ending.

Dottie moved that the Library Board of Trustees support the staff in their continuing to require that masks be worn by all persons entering the library. Sheila seconded. Motion passed unanimously.

Essex Junction Independence plan update

Several things on hold until Governor Scott signs the law. It is anticipated that he will sign tomorrow (4/20) or the bill will pass into law without his signature.

Memorial Day Parade Book Sale

We will work out the logistics at our next meeting. Dottie noted that there are many library discards that could be brought up for the sale. Ann called attention to the need for bags. Trustees discussed the plastic bag ban and obtaining bags. Christine mentioned that perhaps we can ask people to bring their own bags. Dottie suggested request be added to the May library newsletter.

9. New Business

Library of Things policy and waiver

Christine expressed that it is excellent.

Jeanne moved that we accept the liability waiver, indemnity form and policy as written.

Library of Things policy and waiver as written. Sheila seconded.

Dottie asked about an event taking place at the Essex Experience in May 15 that she was notified about via an email from the Town of Essex. Wendy clarified, and noted that the library is not taking part.

10. Adjournment

Sheila moved we adjourn the meeting. Jeanne seconded. Passed unanimously. Meeting closed at 7:47pm

Notes on agenda items, voting outcomes.

Minutes submitted by: Andy Kolovos

Note on Vermont Open Meeting Law - minutes must be taken at every public meeting and must include at least the members present, active participants, motions made, and votes taken. And posted on website and be available by request within 5 days of meeting.

****Minutes should be provided to Library Staff for posting by Friday afternoon of the meeting week to adhere to Vermont Open Meeting law. ****