

Brownell Library Trustees
Meeting Minutes
May 17, 2022

Brownell Trustees in attendance: Christine Packard, Chair; Dorothy Bergendahl; Andy Kolovos; Sheila Porter; Ann Wadsworth; Jeanne Grant, Helen Donahey; Joe Knox.

Brownell Staff in Attendance: Wendy Hysko, Director; Erna Deutsch, Assistant Youth Librarian.

Meeting called to order by Christine Packard at 7:05.

1. Agenda Changes/Deletions

The agenda item “Library of Things Policy and Waiver” was removed as this was reviewed and approved at the April 19, 2022 meeting.

2. Minutes of Tuesday, April 19, 2022

Minor edits were made to the draft minutes for clarity and grammar. Dorothy Bergendahl moved that minutes be accepted as amended, Sheila seconded. The motion passed without dissent. Helen Donahey abstained.

3. Financial Report

Joe Knox reviewed the latest account balances received from the Brownell Library Foundation:

Checking \$2093.89
CD \$2835.78
Frost/Porter \$2257.18
Rotary Welcome Baby Fund \$65.50

Dorothy Bergendahl reviewed the budget received from the Village, which shows spend through April 30, 2022. With two months remaining in the fiscal year, all line items appear to be tracking OK to budget.

Sheila Porter moved that the Trustees acknowledge the financial report, Dorothy Bergendahl seconded the motion. The motion passed unanimously.

4. Announcements

Helen Donahey announced that students from Essex High School will be performing the Little Mermaid, with shows from 5/19 – 5/22.

5. Reports

Wendy Hysko and Erna Deutsch reviewed the Library Director and Staff Report. Erna Deutsch reported that the theme for this year’s summer reading program will be Oceans of Possibilities.

Wendy Hysko reported that Varnum Library patrons continue to be confused about the impact of their Library’s decision to leave the Homecard Program. It was agreed that a series of talking

points should be developed so that staff are able to answer any questions they might face if a Varnum Library patron wishes to check out materials from Brownell.

Wendy Hysko discussed the new lockers that were installed to allow patrons to pick up requested materials during hours when the library is not open. Some additional programming work needs to be completed but the lockers are now functional.

6. Committee Reports

There are no current active committees.

7. Foundation Report

Dorothy Bergendahl reported that there will be another book donation day on Saturday, May 21. She also showed an example of the new Brownell Library Foundation tote bags. The Foundation has 50 of these tote bags which will be available for sale at the Memorial Day Book Sale.

8. Old Business

COVID library operations update – Wendy Hysko reported that there have been no major changes to Brownell Library’s COVID policies. The Trustees discussed whether to maintain the Library’s mask policy for staff and patrons. Dorothy Bergendahl moved that the Brownell Library Trustees maintain the policy requiring staff and patrons to wear masks inside Brownell Library and that this policy will be revisited at each future meeting. Sheila Porter seconded the motion and it passed unanimously.

Essex Junction Independence plan update – The Trustees discussed the impending creation of the City of Essex Junction, which is effective July 1. No major impact to Brownell Library is anticipated, though a \$15,000 annual transfer from the Town of Essex to Brownell Library will no longer happen. Wendy Hysko reported that there will be events celebrating Essex Junction Independence throughout the year and that Brownell Library was asked to assist with events related to the history of Essex Junction.

Memorial Day Parade Book Sale -- The Trustees discussed the return of the annual Memorial Day Book Sale after two years of COVID related cancelations. It was agreed that pricing this year will be \$1 per bag of books. Brownell Library Foundation bags will be available for purchase at \$5/each, which will also include the ability to fill the bag with books from the sale.

9. New Business

No new business was discussed.

Sheila Porter motioned that the meeting be adjourned at 8:08. Andy Kolovos seconded the motion and the motion passed without dissent.

Minutes submitted by: Joe Knox