

Lanpher Memorial Library Trustee Meeting

April 12, 2022

5:00 PM

Board Members in Attendance: Chair: Kim Austin Puleio, Vice Chair: Ann Spearing, Treasurer: Jim Noyes, Fran Aronovici, Sigh Searles, Library Director: Amy Olsen, Secretary: Melanie Dickinson

Friends Report: The Friends will continue to submit reports quarterly. The Hannaford Community Bag Program and bottle drive were successful.

Secretary's Report: Jim made the motion to approve the March 8, 2022 meeting minutes. Seconded by Fran. All in favor.

Treasurer's Report: Jim reported that at this time a new finance/administration manager has been hired and is in training at the Town Clerk's office. He is still concerned how he will receive library financial reports and how bills will be paid.

Librarian's Report: Amy shared a picture of a water bottle with logos of LML and Green Up Vermont. The water bottle station has been installed. The Department of Labor will use the LML community room on Tuesdays from 1:30 -3:30. Amy presented a staff schedule for April 25th – May 7th. Christi may call Fran, Melanie or Jim in case she needs to make a decision about closing the library or adjusting the schedule because of sickness. Trustees will stop in during the day to check on staff, while Amy is gone.

Old Business:

- **Wind Phone:** Amy presented cost of wind phone, materials needed and location of placement. The Trustees explored the area for placement. After a lengthy discussion, Kim moved that the Trustees order a wind phone structure to be paid for from the ARPA and Cote funds. Ann seconded the motion. The motion passed with one abstention.
- **Capital Reserve Fund:** Jim reported that the hot water heater has been paid for from the capital reserve funds. The sprinkler alarm system down payment has been paid with final payment after completed installation. For next year the capital reserve funds will be used to repair interior plaster work and chimney repairs.
- **Board Job Description Review:** No changes were made to existing job descriptions.

- **Intellectual Freedom Policy Change:** Kim made the motion to accept the policy changes submitted by Amy. Motion was seconded by Fran. All in favor.

New Business:

- **Kanopy Library Movie Streaming Service:** Amy reported that not as many DVDs are being borrowed. She has suggested trying the Kanopy Service to see how much it will be used by the LML patrons. All agreed for her to go ahead.
- **Outdoor Sign:** Fran and Amy will work with Rick Loya to design a new library sign.
- **Spring Grounds Planning Committee Report:** Gail has signed her contract for the summer grounds work. Fran reported that they will be working on the area below where the awing will be placed. Sign made the motion for Fran to call the town clerk's office to have the bike rack and cement base to be removed. Kim seconded the motion. All in favor.
- **Annual Review of MOU:** No changes were made at this time.
- **Strategic Plan Discussion:** The Board is still interested in developing a strategic plan but we need more assistance in how to proceed with the process.

Adjournment: Ann made the motion to adjourn the meeting at 6:40 PM. Fran seconded the motion. All in favor.

Agenda Items for Next Meeting:

- Basement Clean Up Plan
- Annual Library Awards Nominations
- Annual Appeal Review
- Community Room Update

Next Meeting: May 10, 2022