

Lanpher Memorial Library Trustee Meeting

Nov.10, 2020

This meeting was held remotely by ZOOM.

5:00 PM

Board Members in Attendance: *Chair: Fran Aronovici, Treasurer: Jim Noyes, Sigh Searles, Emily Dearborn, Ken Geiersbach, Kim Puleio, Library Director: Amy Olsen, Secretary: Melanie Dickinson*

Others in Attendance: *Friends Liaison: Diane Szlachetka and Jack Wool*

Added Agenda Items: Communication with Town Clerk's Office

Friends Report: Diane expressed her concern for recruiting new members. Tuesday Talk Series are now available for viewing on the Friends website. A winter themed auction basket will be presented in late November.

Secretary's Report: Emily made the motion to accept the October 13, 2020 meeting minutes as written. Seconded by Ken. All in favor.

Treasurer's Report: Jim's reports include warrants paid and monthly expenses.

Librarian's Report: Curbside and Appointment Only seem to be working well and will continue for now. Amy informed us that the National Honor Society of LUHS will sponsor a bin for the Lamoille Community Food Share. The bin will be placed on the library lawn.

Old Business:

- **Grant for basement project update** - The library will receive a Building Communities Grants Award of \$5,300. It is a smaller amount than we were hoping to receive so we could proceed with the basement project. We have two years to use the grant. Amy is waiting for a reply from Steven Martin to see if he is available to begin the project in January. After much discussion, it was decided to wait for Steven's response, to find out if there is a possibility of more grant money to be awarded later and to look into what other funds we may have available.
- **Annual Appeal Update** – Ken reported that at this time we have received \$5594 from 57 donors. He suggested sending a letter to former donators between Thanksgiving and Christmas. Ken presented a draft to be posted on Front Porch Forum. Members of the Board are asked to review and make suggestions to Ken within the next few days.
- **Trustee Conference Topics to Consider** – After attending the Trustee/Friends Conference, Melanie shared four subjects to be considered by the Board. One was to have job descriptions for chair, secretary, and treasurer. Amy offered to search for examples from other libraries. Gary Deziel encouraged all libraries to have a gift/donation policy. Kim, Sigh and Emily agreed to be committee members to develop a gift and donation policy. Another topic for consideration was developing a strategic plan. We will discuss

this at our January meeting. Lastly, many speakers emphasized advocacy. During the pandemic, this is more difficult because of cancellation of public events. However, suggestions were made to use media, mail (Front Porch Forum) and talking to your neighbors about what is happening at the library.

- *Annual Library Award Presentation* – Due to the pandemic and the colder weather, it was decided to dedicate the free library and to present library awards for 2020 and 2021 in the spring.

New Business:

- *Budget Presentation to Select Board* - Amy informed the Board that we are now responsible for a water and water waste payment. Discussion of how this would impact our budget was considered. Sigh made the motion to accept the 2021-2022 amended budget presented by Jim. Seconded by Ken. All in favor. Jim and Sigh will attend by virtual conference the Select Board meeting on Monday, November 16 at 6:00 PM to present the library 2021 – 2022 budget.
- *Christmas Bonuses* – Emily made the motion to give the following Christmas bonuses in the following amounts: Amy - \$500, Christi and Ruth - \$200 and Al - \$100. Ken seconded the motion. All in favor.
- *Communication with Town Clerk's Office* – Jim reported that communications have improved, and our bills are being paid.

Agenda Items for Next Meeting:

- Annual Appeal Update
- Basement Grant Update

Adjournment: Fran made the motion and seconded by Emily to adjourn the meeting at 6:32 PM. All in favor.

Next Meeting: Tuesday, December 8, 2020