

Meeting Notes for the Wardsboro Public Library Trustee Special Meeting

Date: 08/08/2020

Meeting minutes by: Mark Fernandes

Venue: Wardsboro Public Library and GoTO Meeting

Those present:

In Person

Carol Backus

Bob Backus

Jenn Finaldi

Anita Rapheal

Mark Fernandes

On Line

Sheri Lewis

Bob Stupp

Linda Gifkins

Changes to Agenda-

Changes proposed by Carol F.

1. Discussions regarding pest control

2. Library Cards

Public Comments- None

NEW Business:

Childrens Summer Program

Jenn F. reports that a program being presented by the Southern Vermont Natural History Museum is scheduled for 10:00am on August 15th. The presenter is willing to present the program either on-line or in-person (in the library yard). All agreed that the program should take place and that it should be in person and that Jenn F. will be the library coordinator.

Logistics: It was agreed that the restroom will be made available for the program and that all other areas of the library will be cordoned off. Bob Backus volunteered to monitor and wipe down (disinfect) the bathroom as needed. Two tents will be required. There is one in the library garage and two in the machine shed offered by FOWL. Setup will commence at 9:00am on the 15th. There is no rain date for the presentation. Carol B. volunteered to be at the library to inform attendees in the event of inclement weather.

Cost of the event is \$250. Bob S. will provide a check which will be hand delivered to the presenter at the time of the event.

Advertising: Jenn F. will send an email to all the school families. Anita will post notice on the library website. Carol B. will hang flyers around town.

Facebook:

It was agreed that the trustees will post a comment on the Library Facebook page. The comment will consist of the summary of events that was read out loud at the last meeting. Carol B. will edit the summary with an update on the Book Take Out program and will mention the upcoming children's program event on Aug 15.

Carol B. agreed to ask Jill D. to change the administrator to one of the trustees (no person was designated). Linda G. agreed to send Carol B. the procedure for changing the administrator and Carol B. will pass this along to Jill for her information.

Gmail Account: The goal is to change the owner of the account to a Trustee. This will be temporary until a new library director is hired. In order for this to happen, it will be necessary to add a cell number to the personal settings on the current gmail account. Mark F. will communicate the procedure to Bob S. for adding a cell number so that he may pass this information on to Jill.

Bucketville News:

It was noted that the cutoff date for content in the September issue is Monday Aug 10th. It was agreed that Linda G., Anita R. and Carol B. will meet after this meeting to draft an article to be submitted for publication in time to meet the cutoff date.

Old Business

Book Take Out program will commence on August 10th. It was noted that use of the new system by the public may take a while to catch on and that we should avoid making any judgements on the success of the program for at least a few weeks if not longer.

Library Director Position: Carol B. will contact Carol Faye to get information regarding the job posting and any applicants to date.

Trustees Gmail Account: It was suggested that the trustees should have a separate Gmail account. Mark F. will discuss and implement along with Bob S. .

Pest Control: Bob Backus volunteered to act as the "Trapmiester" and commence a pest control campaign. Bob S. suggested that the library invest in some ultrasonic varmint elimination devices and stated he has had excellent results using them in his residence. It was approved for Bob S. to purchase three of these devices for approximately \$60.00 each.

Library Cards: Anita noted that she found a folder at the desk that contained 18 library cards that had not been picked up yet. It was agreed that Anita will send out notices to these people reminding them that there new library cards are available for pickup at the library.

Mark F. moved to adjourn and Sheri L. 2nd. Meeting adjourned at 11:10am