

Wardsboro Library Trustees Meeting Minutes

Monday, January 18, 2021

Meeting called to order 7:06 pm

Attendees: Carol Backus, Carol Fay, Sheri Lewis (in part), Bob Stupp, Mark Fernandes,

Changes to the agenda: No changes to the agenda.

Public comments - No public comments

Approval of previous minutes - Minutes from the January 6, 2020 minutes were approved with changes made.

Treasurer's Report - The financial reports were approved as submitted. Bob S. comments are as follows:

- The library received a credit from the WiFi provider for 4 1/2 months of service due to a renegotiated rate.
- VT Tech grant is still in the approval process. As a reminder, this grant will be used to improve WiFi connectivity from the parking lot and to purchase a laptop computer and Chromebook.
- Bob is still working on establishing the value of the books/ library contents to move forward on the insurance policy.
- The financial assets and reserves for 2021 are positive, giving us adequate funds for projected 2021 expenses.
- Bob noted that the trustees should attend the annual town meeting to support the budget request.
- As expected and consistent with previous years, annual appeal donations are declining in number. Donation amounts remain the same and are equivalent to previous years. It was noted that donors are different from year to year, meaning that there are few repeat donors. It was suggested that this observation be researched and tracked more carefully to validate it and determine what might be done to change it. Bob suggested that the patron list over the last few years be compared to the updated library patron list. This information might give us an opportunity to solicit library users/ supporters from other towns who are not on the tax list, therefore not send an appeal letter.

· Bob made a motion to publish monthly financial reports on the website to increase transparency to the public. The motion was denied. The primary objection was that the reports are difficult to understand and may be misunderstood by some and raise a number of questions from the public that would take time and resources to answer. **The trustees were reminded that the financial reports are public records and can be requested by any person in writing or by email to the trustees. This statement should be posted with the meeting minutes.**

Library Director's Report -

No director's report was available.

Old Business

Phase 3 Library Re-opening Plan. There are no changes in the trustees' stand on keeping the library closed to book browsing and programs for patron groups during the pandemic resurgence. The trustees continue to monitor all CDC and ACCD guidelines as well as consulting with our health officer on the timing and process for Phase 3 re-opening in order to ensure the safety of library staff, volunteers and the public. Safety has always been the trustees primary concern. Curb-side pick-up and Take-out Book programs will continue as well as virtual programming until it is safe to offer more in-person programs.

Garage Books - A call was made for volunteers to sort books stored in the town garage. It was suggested that volunteers can pick up or have delivered any number of boxes to sort and discard appropriate books. As an alternative, the library's Children's Room, currently unused, can be used safely as a sorting area. Mark Fernandes volunteered to coordinate the effort.

New Business

Review of Public Meeting - While the trustees appreciate the comments and opinions from the people who attended the meeting, they felt that there were not enough people attending to determine a consensus on all the concerns and issues of the general public and what actions might be taken to remedy the issues. It was noted that there was a conflict with the school committee meeting that may have kept more people from attending the library meeting.

Grants - There may be more grant opportunities that should be explored. Bob talked about a grant for \$250 - \$1000 for new innovative library programs. It was suggested that Beth and trustees can work collaboratively on finding grants and writing them. Grant Station, an application that was used in previous years should be re-examined as a potential source of grants.

Jennifer Finnaldi's Letter - Mark offered to meet with Jenn to discuss her concerns outlined in a letter she sent to the trustees. Carol Backus also offered to reach out to her.

Public Relations - It was suggested that a joint meeting with the library trustees and the directors of the FOWL be scheduled to discuss library public relations and brainstorm a strategy and actions for improvement. It was suggested that a trustee reach out to the FOWL to determine whether there is interest in collaborating on this issue.

A motion was made to return to the monthly meeting schedule. It was approved unanimously.

Next Meeting - February 15, 2021 at 7:00PM

Meeting Adjourned at 7:50 PM