

**Craftsbury Public Library**  
Board of Trustees Monthly Meeting  
April 1, 2019  
6-7 p.m.

**Present:** Lise Erickson; Susan Flynn; Kristen Fountain; Don Houghton; Ned Houston (chair); Barb Strong; Saul Trevino; Susan O'Connell (librarian)

**Absent:** Polly Allen; Aliena Gerhard

Next meeting: 5/6/19

**Minutes:** No corrections. Ned moves that we accept minutes; Don seconds. Unanimous approval.

**Treasurer's Report:** We are getting a funds transfer tomorrow from Merrill Lynch. This is normal timing for that. We got a couple of very nice donations recently. Otherwise, business as usual. The endowment is doing well.

**MOTION:** Ned moves we accept report. Saul seconds. Unanimous approval.

**Librarian's Report:** Susan has spent a lot of time in meetings with our subcommittees this week, but she feels much is getting done.

For National Library Week next week, we are going to highlight the things that people can do with their library cards through Facebook and Front Porch Forum postings. We will also be doing a volunteer appreciation and training at that time to share that information with library volunteers. She also asked trustees to write into Front Porch Forum of what the library does for us.

The downloadable books are now available through Albany Library. We are working on promotional materials to explain the service. You can download through your computer or through an app on your smartphone.

The Calligraphy program was extremely popular. It filled up in 24 hours. That was a lot of fun and we are talking about doing another one in the fall. It was just after the big snowstorm. The FPF documentary did not pull as big a draw during the storm. It will be shown again at Highland Center for the Arts next week.

**Committees:**

*Policy and Bylaw Committee:* The committee presented draft changes to the policies and bylaws for board review. There was a discussion of several questions of language related to the policies and term lengths related to the bylaws.

**MOTION:** Kristen moved to accept the policies with the changes noted. Saul seconded. Unanimous approval.

The board discussed whether in the bylaws, we should change the length of terms from 4 to 3 years, and whether officers terms should remain 2 years instead of matching the length of board service. Lise suggested that we have a more substantive discussion of this at some point rather than try to resolve it now.

MOTION: Kristen moves we accept the bylaws; Barb seconds. Unanimous approval.

*Barn Dance:* We met with Dave Rowell last week to go over details and his needs. We will have two food vendors and LeeAnn and Blackbird are coming to reprise. The committee will meet again to discuss the silent auction and are discussing how to make the live action bigger. Susan O. is getting volunteers and posting on social media. Lise believes that we are on track. They will meet again with Dave around May 1.

*Plant Sale:* The Committee is meeting on Wednesday. The advertisement is on FPF. Planning is underway. We will allow plant donation delivery Friday afternoon and Saturday morning. We have reserved the church basement. There will be more to report next month.

*Book Sale:* Ned asked that board members pitch in to help sort donated books. We also need volunteers for that day of May 18. The book and plant sale will run between 9 a.m. and 1 p.m.

*Books for Babies:* The concept is to welcome new arrivals in Craftsbury with a bag that has the Craftsbury Library logo and contact information on it. It will include books and information about the benefits of reading to young children including infants. Our goal is to do this by July. We are looking for outside funding.

*Facilities Committee:* Lise called Fred's to get a quote on pursuing a hook-up with the gas fireplace. Also, we will get a quote on installing a generator. We need explore the lack of smoke and fire alarms. The committee will ask Harry Miller, the library builder, why no alarms were installed. There likely was a reason.

*Library Addition (New Committee):* Ned asked that start an ad-hoc committee made up of board members and non-board members to begin developing a plan and design for the addition. He asked that anyone interested in serving on that committee contact him. There are many issues to consider. We know what many of the needs are (more shelf space; teen space; accessible storage space; community space for programs). We need to determine whether the new space would serve those needs or if the library should be re-arranged so those needs could be served elsewhere. Lise and Jacob would like to see energy efficient design and the additional of solar and heat pumps to reduce operational costs. We talked about fundraising and the possibility of also trying to do a push for endowment funding to cover additional operational costs. We also need to know what those costs are.

MOTION: Kristen made a motion to adjourn; Jacob seconds. Unanimously approved.