

Craftsbury Public Library
Board of Trustees Monthly Meeting
March 2, 2020
6:10 – 7:40 p.m.

Present: Lise Erickson; Susan Flynn; Kristen Fountain; Jacob Fritz; Aliena Gerhard; Ned Houston; Steve Moffatt; Barb Strong; Saul Trevino; Susan O’Connell (librarian)

Absent: Polly Allen

Next meeting: March 2, 2020

Approve minutes: Jacob moves to accept the minutes; Lise seconds. Unanimous approval.

Nominating Committee: Ned moved this item up so that Steve could join our meeting. Aliena makes a motion to add Steve Moffatt to board; Saul seconds. Unanimous approval. Ned welcomed Steve to the board.

Treasurer’s Report: Susan F. handed out the treasurer’s reports. She described changes to reporting made upon our request last meeting. General questions were asked about the source of different numbers. No significant questions were raised. Kristen makes a motion to approve the treasurer’s report. Ned seconds. Unanimous approval.

Librarian’s Report: Susan O. reported on the regular weekly training she is doing with current and future staff to prepare for her absence this summer. She has also scheduled a volunteer training in March to introduce them to Prin (current) and Kim (future). We will also be doing an appreciation with cake and gifts for our volunteers. A few additional volunteers are coming on. She described our programming from the past month. Family Game Night was a big success. Sign-up for our last Library University (Jacob teaching Sketch-up) was high, but attendance low (2). However, participants were happy. Anne-Marie Keppel is holding a book release party here this week and will be helping people fill out their advance directives. On March 17th there will be a “O’Houghtenanny” musical event. Jen M. (children’s librarian) has been developing ideas for getting summer programming out in the community. The library trustees conference will be held on Friday, May 29th in Killington. There has been some heavy use of the parking lot that Susan is going to be monitoring and potentially asking for some help. The church trustees have been considering whether additional lighting would be a good idea.

Fundraising Goals: Our fundraising events Barn Dance, Ireland Trip, Plant Sale & the annual appeal. We are foregoing the book sale this year due to the disruption related to construction. Lise suggests waiting until after the barn dance and plant sale and reassess at the June meeting whether a new fundraising effort is needed to fill the gap.

Plan for Library Week: April 19-25; Barb offered to help Susan come up with ideas.

Committee Reports/

Expansion: Meetings continue. A builder E.F. Wall has been chosen. The architect is working with the builder to come up with an estimate for our donor. We are trying to sort out the final details for permitting and other items. It does not look like we will not be required to put in an additional bathroom, drinking fountains or mop sink. We are meeting with our neighbors about our plans to mitigate construction impacts. The aspiration is that we can get everything filed by mid-April and be ready to break ground by end of May. The builder believes it could all be done by the end of summer. The main disruptions will be around installing new carpets. Steve asked to be brought up to speed on the addition, where and how big.

Barn Dance: Lise says everything is looking good for May 16th at Rowell Barn. Previously we ran it 6-10 p.m. Lise suggesting an opening band and opening the door at 5 p.m. General Store will do food again, barbecue this time. We will do two food vendors and the bar. NOFA-VT could come with a mobile pizza oven to do up to 300 pizzas.

Ireland Trip: Seven people have signed up and deposits are in. Susan O. is working on it.

Personnel: Lise is researching the issue of unemployment insurance related to Susan's absence.

Endowment: Susan O. asked to start thinking about building our endowment in conjunction with the building construction. We discussed that the endowment committee has been rolled into the finance committee. Susan F. will call a finance committee meeting to discuss these broader issues.

Artwork: Lise talked to Shelburne Museum about the artwork, discussing insurance during the construction, long-term insurance, conserving them. She also spoke to Bob Jolley at St. Johnsbury Atheneum at great length.

Ned made a motion to adjourn. Lise seconds. Unanimous approval.