

Craftsbury Public Library
Board of Trustees Monthly Meeting
April 6, 2020
Via Zoom
6-7 p.m.

Present: Polly Allen; Lise Erickson; Susan Flynn; Kristen Fountain; Jacob Fritz; Aliena Gerhard; Ned Houston; Steve Moffat; Barb Strong

Absent: Saul Trevino

Next meeting: May 5, 2020

Approve Minutes: Steve Moffat moves to approve last month's minutes. Aliena seconds. Unanimous approval.

Treasurer's Report: Susan F. went through the Budget vs. Actuals. We have not had much income yet. We have not made a request from the Town of Craftsbury. She will be asking the town for some money early as we will not be able to hold our fundraising events as normal. The main goal right now is to stay liquid and keep the bills paid. If we do not get more income, we will have to go into the investment account. Aliena motioned to approve the report; Steve seconded. Approved.

Committees

Barn Dance: Lise reported that the committee is resolved to cancel the barn dance, with the long-shot potential of rescheduling to the early fall. We would rather not cancel altogether as the income is substantial for both the library and the Craftsbury Chamber Players. But we will wait and revisit the possibility of rescheduling in early summer. Ned in the meantime will speak with Dave about our thinking.

Plant Sale: Ned reports that there may be a way to do something, but at this point it will not be done in the same way as in the past. Susan O. reports that her neighbor has started tomatoes. She suggests that we accept that things are different and may not happen at all. If restrictions are lifted somewhat we may be able to do an outdoor plant sale with a limited number of buyers. She recommends we not make a final decision at this point. Ned suggests we just know it will be in a different format.

Expansion Committee: Ned reports that we are just about finished with a set of drawings that we can use to go into construction and can be used to build a cost estimate. We are also about ready to send materials into the Act 250 board for an amendment review. Historic preservation review has found no negative impact for addition or other changes, so that is helpful. That should occur this week. The builders are able to look at the plans and do an estimate as that can be done remotely. The goal is to get everything prepared to be ready when the stay-at-home order lifts. We are also going to continue with taking down trees that need to come down for the expansion. We feel we are going as fast as we can in the current circumstances.

Fundraising: Our major fundraising efforts are all in jeopardy as a result of the pandemic, including our Ireland Trip. Ned has looked at the Payroll Protection Program. The best-case scenario this is converted into a grant; worst case we receive some assistance with cash flow. Polly asked Susan has heard about assistance for libraries and cultural institutions. Susan says the PPP is the easiest program. There was some funds went to the federal museum and library sciences that is likely to go through the state government. We may end up the year having to go to our reserve funds. We will revisit our fundraising needs next month.

Librarian's Report: So much changed in the last month and so quickly. Interestingly, circulation numbers aren't down so much in March. When we closed down and started doing parking lot pickup, we got a lot of books out to people during that time. She is conflicted about keeping the library closed. It is not listed as an essential service. Librarians statewide are trying to determine what libraries can do during the stay-at-home order. Susan Dunklee came up with an orienteering Quest with information on how Easter is celebrated around the world, 12 different countries, on the Common. Employees are focused on work that will yield dividends once the library re-opens. She is not encouraging work on on-line offerings, such as live storytimes.

Jacob moved to adjourn, Aliena seconds. Meeting adjourned.