

Craftsbury Public Library
Board of Trustees Monthly Meeting
January 4, 2021
Via Zoom
6 – 7:20 p.m.

Present: Polly Allen; Lise Erickson; Kristen Fountain; Jacob Fritz (joined 6:10); Ned Houston; Steve Moffatt; Barb Strong; Saul Trevino (guest after Annual Meeting); Susan O'Connell (librarian); Allison Van Akkeren; Mitch Hunt (new board members)
Absent: Susan Flynn

Next meeting: January 4, 2020

Approve Minutes: MOTION/ Ned made the motion to approve the minutes from last month; Lise seconded. Unanimous approval.

Annual Meeting: MOTION/ Ned resolved to support Mitch Hunt's nomination as a the Town of Craftsbury's representative to the board; Barb seconds; unanimous approval. MOTION/ Ned made a motion to accept Allison Van Akkeren as a new regular board member for a four-year term; Saul seconded. Unanimous approval.

Elect officers: MOTION/ Ned moves Lise Erickson be appointed vice-chair for two years; Steve seconds; Unanimous approval. MOTION/ Ned made a motion to appoint Kristen Fountain as Treasurer for 2021; Lise seconds; Unanimous approval. MOTION/ Ned moves to appoint Polly Allen as the new Secretary; Steve seconds. Unanimous approval.

Organize Committees: Finance (Kristen, Allison, Ned, Lise, Steve, *Susan O.*); Policy & Planning (Mitch, Polly, Steve, *Susan O.*); Personnel (Lise, Barb, Mitch); Books for Babies (Barb, chair; Allison, Jacob); Plant & Property (Ned, Jacob, Polly – liaison for gardening, Steve); Art & Artifacts (Jacob, Mitch); Fundraising (Ned, Allison, Kristen); Expansion Committee (Ned, Lise, Jacob, Polly, Susan O.)

Treasurer's Report: We are in the midst of transitioning the Treasurer position. The PPP loan still is outstanding. The latest Budget to Actual was somewhat confusing as the transfer from investments is not included in income. Our balance is all right though for the end of the year. MOTION/ Ned made a motion to approve the Treasurer's Report. Kristen seconds. Unanimous approval.

Librarian's Report (*Susan O.*): Susan believes we are managing well with the systems in place. People have been considerate and compliant. We did have a medical exemption in place, but now with more cases in our area, we are asking people unable to wear masks not to come inside. We are also watching information about the new variant, which seems to be substantially be more transmissible. We also received good news from the Star Library report, based on 2018 data when our budget was below \$100,000. We are a 5-star library and the top in the country for a

library of our size. The building expansion is going very well, and quickly, and the builders have been very considerate about the library and its operation. She is working on updating our patron accounts. We have purchased a new printer. Book orders have been very slow, taking roughly a month to arrive. We have gotten a much speedier response by doing the covering of new books in house.

Library's Report to Town: This was previously sent out to trustees to review. Steve said it was great that Susan highlighted the Star Library award in the Town Report.

Executive Session: MOTION/ Ned moves to go into Executive Session. Lise seconds. Unanimous Approval. MOTION/ Ned made a motion to leave Exec Session. Steve seconded. Unanimous approval.

MOTION/ Steve made a motion to adjourn. Jacob seconded. Unanimous approval.