

Craftsbury Public Library
Board of Trustees Monthly Meeting
December 6, 2021
6 – 7:30 p.m.

Present: Ned Houston, Barb Strong, Lise Erickson, Allison van Akkeren, Jacob Fritz, Mitch Hunt, Chris McDonnell, Susan O'Connell (librarian)

Absent: Polly Allen; Steve Moffatt, Christina Rumery

Next meeting: Monday, January 3, 2022

Treasurer's Report: Ned noted that although the reports can be somewhat confusing, the bottom line is that the library is in good shape. The expansion project came in virtually on budget, we are moving \$40K into the investment account for building maintenance and we have some funds to carry forward into 2022. The finance working group will meet in January to revise the QB reports to make them more user-friendly. Lise shared that we have compiled the necessary data to submit to the VT Dept. of Labor- unemployment division.

Ned made a motion to accept the Treasurer's Report. Jacob seconded. Unanimous approval.

Librarian's Report:

- Susan O. accepted a generous donation of cheese from Jasper Hill Farm to distribute to patrons before the Thanksgiving break. It brought in many people and felt almost like pre-pandemic times.
- The library was short staffed one day last month when a staff member had to quarantine due to a possible covid exposure.
- There has been concern about book availability, but Susan has been able to order books early enough to ensure delivery of most new books. Some are backordered.
- Story Time programming is happening on Friday mornings on the porch and outside. There are fewer families who attend, but we still need to avoid large groups inside. Barb suggested considering the space at the church for children's programs during really frigid weather. Susan will look into it.
- Susan shared some notes written by patrons about what they enjoy & appreciate about the library. Some may be shared at Town Meeting.
- The \$2K ARPA funds were spent on new computer/desk chairs, clear "walls" for the porch and a new EZ Up tent.
- We have received an additional \$9K in grants this month.

Nominating Committee: There is one definite and one possible new board member. Susan will reach out to other candidates to fill the three openings for 2022.

Proposed Budget: Ned introduced the proposed budget for 2022. As expenses rise, the library needs to increase its request to the town. The past two years have seen virtually no increase. We have increased our goal for fundraising, but will have to adjust depending on the status of the pandemic. We are not expecting another PPP grant this year.

Lise made a motion to adopt the proposed budget. Jacob seconded. Adopted unanimously.

Library Hours: Susan reviewed the data on library usage and suggested that we re-open on Thursday afternoons. Susan asked the board for their thoughts on expanding hours. Other board members suggested that weekend and evening hours would be helpful. The board will create a working group to address community needs, expanding hours, volunteer usage & staffing schedules. The group will meet in early January to make changes after the holidays.

Acknowledging board members' contributions: Jacob Fritz, Barb Strong & Polly Allen will be leaving the board. We thank them for their commitment and many hours of service to help make the library an important part of our community.

Town Appropriation Request: Ned will look into the specific requirements for our funding request and follow up with Christina about doing this in a timely manner.

Allison moved to adjourn. Ned seconded. Meeting adjourned at 7:30, December 6, 2021.