

Johnson Public Library Board – Final Meeting Minutes

Wednesday, April 10th 2019

Present: Jeanne Engel (Librarian), Stacey Waterman, Jasmine Yuris, Kelly Vandorn, Sabrina Rossi

1. Call to order 6:00 pm
 - a. Kelly noted that the agenda indicated an incorrect date for the next meeting. It should be listed that the next regularly scheduled meeting will be on May 15th and not May 8th as previously determined at the March meeting. Sabrina will make this correction in the meeting minutes.
2. Review and Approval of Minutes:
 - a. Minutes from the March 13th meeting were approved with one change. Under section 7c - Review of JPL documents, dates were updated for due dates. Jasmine motioned for approval with this change, Stacey seconded, all board members were in favor.
3. Librarians Report:
 - a. The summer reading program is in preparation progress and is in good standing. There will be no children's programs in May or the beginning of June until school lets out to allow for final preparation. The program will start on June 25th.
 - b. The front door came off the hinge. Brian Raulinaitis came and put the door back on its hinge. Jeanne is waiting for the repair bill.
 - c. Sand bags – As the ice melts, bags are being removed from the lower door. Additionally, Jeanne noted that there are approximately 100 sand bags in the basement from the January 2018 flood that should be relocated. Jasmine will contact the town to determine what should be done with these bags.
4. Treasurer's Report:
 - a. Very little going on, however Stacey is waiting for update on Farrington Trust transfer.
 - b. Jeanne will have a payable to go into the bank and will provide to Stacey.
 - c. Stacey will ask for a year to date financial report from the town to determine where we are midyear.
5. Policy Update progress – Kelly & Jeanne on Board Bylaws
 - a. Kelly and Jeanne developed a draft of the new bylaws. The board reviewed the bylaws and made a few suggested changes. Kelly will make these modifications and bring the updated draft bylaws to the next meeting.

6. Flood proofing Grant Update:

- a. Jasmine attended a training in Swanton to help prepare for application to the Vermont Arts Council grant. She discussed developing a 5-year plan for facility maintenance and improvement as recommended at the training.
- b. Jeanne provided a plan that had been drafted under a grant from 2012 which included plans for what needed to be done to the building as a historical facility. Some of the suggested list of repairs have already been done; however, additional maintenance and repairs are still ongoing. Jeanne suggested we use the plan as a starting point to develop the 5 year plan. She also suggested we add repair of the railroad ties retainerment wall out front, looking into the leaking windows, and address the furnace issue.
- c. Jasmine and Jeanne met with County Oil and Plumbing who toured the library and provided additional guidance on the utility floodproofing options. Based on the previous quotations, the Vermont climate, ease of oil burner maintenance, and the funding options available it was determined that the best solution for moving forward was to maintain the current oil heating system and look into moving the furnace to the ceiling of the basement to gain approximately 5 feet of potential water clearance.
- d. Jasmine is working on writing a grant for the furnace to the Vermont Arts Council. It is a one to one match. Jasmine is working on contacting companies to get an updated quote on the solution of relocating the furnace to the ceiling to complete the grant. She will have more updates on this process at the May meeting.
- e. Jeanne provided Jasmine with a letter from Efficiency Vermont granting a free assessment on building efficiency. Jasmine will contact them.

7. Adjourn – 6:46. Sabrina motioned, Jasmine seconded, all board members in favor.

Next Regularly Scheduled Library Board Meeting: May 15th, 2019, 6:00 pm.