

Johnson Public Library Board - Final Meeting Minutes

Wednesday, August 14, 2019

Present: Jeanne Engel (Librarian), Jessica Bickford, Kelly Vandorn, Jasmine Yuris, Stacey Waterman

1. Call to order 6:05 pm
 - a. "Healing Kits Discussion" was removed from the agenda as Jeanne will discuss with Kristen and Jessica at a later date.
2. Review and Approval of Minutes for the July 10th meeting.
 - a. Minutes from July 10 meeting were approved with all in favor.
3. Librarian's Report:
 - a. Jeanne reported that the summer reading program went well with around 70 kids participating on a regular basis. The average attendance for a program was 25 kids, with over 30 for the tie dye program. Program did not focus on tickets and prizes in an effort to shift focus to reading for its own benefits so minutes were not tracked. The final party went well and people seemed happy.
 - b. The library has been busy throughout the summer, averaging around 50 people per day with a record high of 110 patrons in one day.
 - c. Jeanne submitted the Turrell grant this month, we usually hear back in mid-December, she applied for \$6,000. Group discussed the issue of not being able to use Turrell funds to pay for extra hours for the youth librarian, as in the past. Jeanne explained that Kristen is no longer able to go over her allotted 24 hours/week as this will trigger the Town to be required to bump the position to one with partial benefits, which is not in our current budget. The Turrell funds therefore cannot be used to fund Kristen to visit daycares and other outreach activities outside of her regular hours. Other uses for Turrell funds will be discussed at a later date.
 - d. Al and Candy Lettieri have been hired to provide janitorial services for both the Town offices and the library.
4. Treasurer's Report:
 - a. Stacey reported that the Clara Farrington Fund has been transferred to the management of the Library Board of Trustees and she has begun receiving statements from UBS. From here forward she will track the income from that fund to be used in the Library's budget.
5. Policy Updates
 - a. Jessica introduced the Trello website for use in reviewing and updating library policies. Policy documents will be uploaded and all Board members will be able to access them and comment for updating purposes prior to discussion at a meeting. Jessica will ask Sabrina for the current policy copies to upload.
 - b. Jeanne attended a meeting with a library consultant for the Dept. of Libraries on bylaws. She learned that trustees do not have to be US citizens or live in the town of the library. It was strongly suggested by the consultant that a process for removing a trustee

from the Board should be included in the bylaws. Kelly will add this to the bylaws once uploaded to Trello for comments. The altered bylaws will then have to be re-adopted.

6. Flood-proofing Update

a. Jasmine reported that we did not receive the grant for flood-proofing. She has not yet received any feedback on the application but hopes to. Jessica suggested pursuing a Green Mountain Fund grant from the Vermont Community Foundation for flood-proofing. Jasmine will look into it.

7. Maintenance Items

a. The ramp needs repairs as the wood underneath is rotting and it is beginning to sag. Jeanne had previously discussed repairs with Brian Currier. She will get a quote from him for the work. Jasmine will check to see if United Way has assistance available for ramp repair.

b. The hot water heater for the bathroom has a broken thermostat and had to be turned off because the water was too hot. We will need a new hot water heater and a plumber to install it.

c. It has been noted that when the toilet flushes upstairs, water gurgles in the two sinks in the basement because their traps dry out. Jeanne suggested having the basement bathroom sink removed since it is not used and having the utility sink re-plumbed. Jasmine will contact some plumbers about both the hot water heater and utility sink work.

8. Programming

a. Jasmine reported on her plans for a Harvest Potluck and Crop Swap to be held on October 3 at 6:00. Everyone liked the idea and wants to help.

b. Group discussed some ideas for winter programming such as possible programs on hunting, survival skills and crafts series.

9. Other Business

a. It was discussed that the trustees should send a liaison to update the selectboard quarterly. Jessica, Kelly and Stacey will attend the September 16 selectboard meeting.

10. Adjourn - 7:30 pm. All in favor.

Next Regularly Scheduled Library Board Meeting: September 11th, 6:00 pm.