

## Johnson Public Library Board – Final Meeting Minutes

Wednesday, January 8<sup>th</sup>, 2020

**Present:** Jeanne Engel (Librarian), Jasmine Yuris, Sabrina Rossi, Jessica Bickford

1. Call to order 6:04 pm
  - a. Jessica noted that with Stacey and Kelly absent, she verified that quorum was still present, so the meeting could continue.
2. Review and Approval of the minutes from the December 11<sup>th</sup> meeting.
  - a. Jessica motioned to approve the meeting minutes with no changes, Jasmine seconded, all board members were in favor.
3. Librarian's report (Jeanne):
  - a. Every year the library receives some type of grant from Copley for senior services. Usually this money is used for writing classes, audio books, and other materials of interest to senior patrons of the library. This year the grant received from Copley was \$10,000, a significant increase from previous years.
    - i. Jeanne indicated that some new programs may be worth considering utilizing these funds such as chartering a bus. In the past, prior to the increase in expenses, the library chartered busses occasionally to attend shows, ride the Ethan Allen, etc. This might be a possibility again.
    - ii. Jasmine asked if the money could be used for essential items of the library as well such as necessary ramp repairs which could fall under senior services. Jeanne thought it was worth looking into, but suggested the board utilize only a portion of the grant for something like this. Jeanne will follow-up about the use of the grant and the board will brainstorm on additional creative ways to use the grant.
  - b. Shoveling: The individual hired to do the shoveling has not been coming to shovel. Jeanne asked some other individuals but had not had any progress due to injuries and timing. Jeanne and Kristen are shoveling for now and they will continue to work toward a solution. Other names were suggested that Jeanne will follow-up with.
  - c. Jeanne bought two Paula Poundstone tickets for the additional raffle. There was a miscommunication regarding whom would purchase the tickets, so Jasmine also purchased tickets. Sabrina suggested the library use it as an opportunity to give away tickets specific to a senior under the grant as part of the senior services. All agreed. Jeanne will now have three sets of tickets to give away, two sets to any winner and one set to a senior patron.
  - d. Legislative breakfast: Amy Olson from the Hyde Park library found a sponsor to cover the costs of the legislative luncheon, so the Johnson library does not have to contribute financially to the fees. However, Amy would like help with food contributions once details are finalized and she will be in contact.

- e. Kristen has asked for a regular desktop computer. Additionally, Jeanne is ready to order two public computers. There is \$1000.00 budgeted for the two computers and Jeanne can use the money from the sale of old furniture (2 card catalogs and bench) in the amount of \$500.00 for the third computer. She would like to do this during this fiscal year and will purchase more updated computers in July in the next fiscal year.
- f. Website: Jeanne asked if we could put some additions on the website such as current events, calendar, donate button? Sabrina is looking into these items and will work on getting them up and running.
- g. Flooding: Jeanne had some information on the flooding but would wait to discuss under the building section.
- h. Sign: The library sign was hit by the plow. It has been put back up, but it is rotting and damaged. When the renovation is done in the spring, the library will need a new sign.
- i. Sabrina motioned to accept the librarian's report, Jasmine seconded, all board members were in favor.

#### 4. Treasurer's Report – Stacey

- a. Stacey was absent from the meeting. However, Jessica noted that the budget had been submitted to the town in November, so now not much was happening. Jeanne noted that we might prepare for questions about the budget at town meeting, such as the increase of the \$10,000 grant just received from Copley.

#### 5. Building Reports/Needs

- a. Jasmine went to the Select board meeting to begin moving forward with floodproofing solutions. At the meeting, some engineering type questions were brought up such as the ability of the physical library building to withstand the pressure of water outside. Additionally, during the last flood with 2 feet of water at the door, the current door sustained the pressure well, with water only coming in through one small location. The town has committed to \$9000 in floodproofing solutions, but there are currently 3 options or a combination of options being considered based on new information from the last library board meeting.
  - i. Option 1: Create a channel that drains water directly from the inlet of the door to the sump pump, and possibly install a second pump. Add membranes to the existing door that help seal the door under pressure.
  - ii. Floodgates – addition of these requires intentional deployment for the doors to work.
  - iii. Flood door – this is a door that is regularly used and does not require deployment the way floodgates do, but can be quite pricey.
- b. Jeanne and Jasmine are obtaining estimates for the three options, reviewing the engineering study completed in 2017 on the library, and asking experts to help make the best decision before moving forward with any one option. Update will be at the February meeting.

6. Review of Annual Report for Submission
  - a. Jessica prepared the annual report from the library board for the Town Report. She handed it out for everyone to review and provide suggestions.
  
7. Paula Poundstone tickets:
  - a. Feedback that Jeanne has received indicated the drawing date advertised may be difficult for winners to make necessary arrangements such as babysitters or time away from work if necessary. Sabrina noted that the date from the previous meeting was voted on as January 31<sup>st</sup> which would give the necessary time. Jasmine will update drawing information for the advertisement she puts on Front Porch Forum to the January 31<sup>st</sup> draw date, and Jeanne and Kristen will update the drawing jar.
  
8. Policy review:
  - a. These were tabled until the February meeting due to the absence of Kelly and Stacey. No new policies will be prepared for the February meeting, and with fewer items on the agenda this time of year, February will be a good time to finalize some of these efforts.
  
9. Adjourn 6:54pm

**Next Regularly Scheduled Meeting: Wednesday, February 12<sup>th</sup>, 2020, 6pm, Johnson Public Library**