

Johnson Public Library  
P.O. Box 601  
Johnson, VT 05656

### Final Minutes for the Board of Trustees Meeting

Date of Meeting: September 13<sup>th</sup>, 2022

Location: Johnson Public Library

Time: 6:00 PM

Trustees Present: Sabrina Rossi, Jasmine Yuris, Stacey Waterman, Jen Burton, Jessica Bickford.

Librarian: Jeanne Engel

#### Agenda

1. Call to Order - 6:00 pm
2. Review and Approve Minutes from July 13<sup>th</sup>, 2022 Meeting Approved with no changes.  
Jen moved to accept. Jasmine seconded. All in Favor.
3. Librarian's Report - Jeanne - All is well.  
Thinking of programs for the fall. Considering moving programs back inside at the end of September.

Another senior yoga class at Jenna's house starting October 7th for 6 weeks with Copley Funding.

Jen moved to accept. Stacey seconded. All in Favor.

4. Treasurer's Report – Started budget worksheet for FY24. Stacey will meet with Jeanne and present a draft at October's meeting.

Town may be negotiating with oil companies for pre-buy. Stacey will check with Brian.

Jen moved to accept. Sabrina seconded. All in Favor.

5. Facilities Update –

Revisit conversation of the barrier...

Sabrina asked the town about the children at play signs and did not get a response.

Jessica asked Sheriff Marcoux about radar speed signs. He said the town of Johnson has them.

The town has still not completed their portion of the annual MOU. Mark signed off on doing the assessment, but there are two additional parts - findings from the assessment and timelines of the proposal of who would be responsible. The Trustees are considering ways to improve a process to bring back up and re-evaluate the process to possibly go every 2-3 years vs. annually. Jasmine sought to be on the selectboard agenda, but was told there was no time on the agenda. Jasmine and Sabrina will request a meeting with Brian and Mark (Selectboard Liaison for the Library).

Library Trustees will move forward on items that can be covered with funds in the building capital expense line and that fit within the town's purchasing agreement. Jessica motioned. Jen seconded, All in Favor

Jasmine and Sabrina will see if the library window project made it into the ARPA funds so the Trustees can know if this needs to be in next year's budget.

Drainage and stormwater (Village) Jasmine reached out in August. At that time they did not have a Village manager. She was told to come back in the Fall. Jasmine will plan to go to an October meeting to re-initiate this conversation. Jasmine and Sabrina will ask if the town can budget the repair of the line to the main line to the building? This is not currently in the library's capital expense line.

Immediate electrical needs. There is a short with the hot water and outlets and outside lights not working. The electrician has been called. He will show up on his schedule. This is an electrician that has done work for a good rate at the library before.

Roof quote - we have not heard back. They are a slate company from Chittenden County. At this point put it on the docket for spring.

Railing will need to be repainted this fall.

Jen moved to accept Jasmine's report. Stacey seconded. All in Favor.

## 6. Review Job Descriptions

Minor revisions to include diversity and to improve consistency.

Library Clerk Position Description-Jen approved, Jasmine Seconded, All in favor

Youth Position Description- Stacey Approved, Jen seconded, All in favor

Library Director Position Description Jen moved, Stacey second, All in Favor

## 7. Other business - Winterizing - taking down the tent and moving picnic tables to be done in October.

8. Adjourn - 7:05 Jess motioned, Jen seconded, All in favor.

Next Regularly Scheduled Meeting: October 12<sup>th</sup>, 2022