

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

Draft Minutes for the Board of Trustee's Meeting

Date of Meeting: March 16th, 2023

Location: Johnson Public Library

Time: 6:00 PM

Attendance: Jen Burton, Stacey Waterman, Jess Bickford, Sabrina Rossi, Jasmine Yuris, Library

Director: Jeanne

Agenda

1. Call to Order 6:04
2. Review and Approve Minutes from January 11th, 2023 meeting. Jen motioned to approve, Stacey seconded. All in favor.
3. Librarian's Report – Book shelves have been donated, Jeanne- would like for the library. Need a truck to pick them up. Stacey can do that.

Library has been busy and where we were before Covid. Programming numbers: Story time 7-14, Afterschool 8-16, 20 people for the conservation snowshoe event. Eric Nuse, Noel Dodge, and Dean Locke lead the event, the library provided extra snowshoes . March gladness is happening here on Sundays – 17 for their last program.

Jeanne is applying for lots of grants. VEC grant for shelving in the basement. Winnie Bell for summer reading to give each child a book. Clif grant for a performance where books are given away. Summer reading grant as well.

Jen motioned to approve, Jasmine seconded. All in favor.

4. Treasurer's Report – Budget passed without discussion. Jess motioned to approve Stacey's report, Sabrina seconded. All in favor.
5. Facilities Update – Jasmine with Jeanne.

Insulation: Northern Precision came to insulate the attic on March 7th ... they found more work than anticipated, so they did not start the project. We need a lot more insulation and the roof may be leaking. They came back on 3/16 to take a closer look and get information to prepare a quote. Items found/discussed: Clean up all the cellulose. Walls appear to have some insulation. Will fill those up and then seal then off

(balloon frame building. Heat is all going up into the attic.). Then they will foam the floor. He could not see the leak that was obvious. Will check with the 3/7 team for a photo and then send. Will seal off around the entry to contain the heat from the entryway. Went to the basement and discussed foaming the walls front room and back room and along where the ceiling of the basement meets the concrete. He will get us a quote for the expanded work.

Roof: Jeanne spoke with Troy from Black Rock Slate today, 3/16/23. Troy shared that for a roof leak they will do the work from the outside when they are fixing the slates. He will come within the next couple of weeks. Last time (2016) was \$600 for 20 slates. Depending on cost - we may have funds in the maintenance line.

Anticipated Projects.

Vermont Door Company Consult – Our threshold (marble) would not be cohesive with a metal commercial door. We need to find a wooden commercial door. VT Door for the mechanism, another contractor for the door, then an electrician to connect it. Conversation about the door: an ADA compliant handle and 32 inches wide (3070), left hand out swing. May need to remake the door's trim.

Upcoming anticipated electrical work: Better lighting in the tree house and the children's room. The door, and if there is an HVAC heat pump down the road.

We have \$7,500 on hand for Capital Building Expense. Jess made a motion to move the insulation project up in priority and use the \$7,500 in this year's budget for the roof insulation. Jen seconded, All in favor.

Jen moves that we accept the facilities report, Stacey seconded, all in favor.

6. Capital Project Grant Discussion (Only for small rural libraries) (Two grants \$10 million and \$16 million grant).

Vermont Department of Libraries is conducting a needs assessment to determine needs; this needs to be in by the end of March to include ballpark figures and where we are in the process. The VDoL will administer both grant processes.

Jeanne will look at what documentation of support is needed from the Select board and ensure that we have a process to acquire in the needed timing.

Our priorities: 1. heat pumps, 2. ADA door, 3. Downstairs windows, 4. Move entrance to basement (and stairs) from bathroom to upstairs closet and make the current bathroom entrance a closet. 5. Bookshelves on wheels 6. Improve/expand basement programming space (move wall, sink, counters, cabinets) 7. Upstairs windows insulation & seasonal weatherization (Insulation around the framing of the upstairs windows, seasonal inserts for the upstairs windows to keep out cold and improve energy

efficiency) 8. Sewer line if the work needed and routine clogging ends up on the library side (\$100/foot) 9. Insulation (depending on the quote – see above)

Application is later this spring. We will know where the insulation project stands before the application is due. Money would not have to be fully expended until December 31, 2026.

Jeanne went to an informational meeting, attendees were asked to think about their needs. The amount of the grant is still unknown but we have several project to submit., Known to date: Downstairs Windows \$17,000, \$9,430 for door mechanisms, \$3,000 for the door, waiting on quotes for heat pumps (but possibly \$30,000), electrician, moving basement entrance, upgrades to programming space and insulation (\$10,000?)

Jeanne welcomes ideas.

Jeanne would like to submit \$100,000 worth of projects and see what happens.

Additional grant funding: \$300,000 to \$500,000 grant through state for town buildings to improve energy efficiency. Victoria Hellwig from LCPC is helping to manage. That is 2024 process.

7. Policies – Bylaws review – Terms of Trustees Discussion around term limits.

Stacey made a motion to retain the 5 year terms. Jasmine seconded. All in Favor.

Jess made a motion to accept the updated bylaws, Jen seconded. All in Favor.

8. Election of officers. Jen moves to keep all officers in their existing positions (Sabrina Chair, Stacey Treasurer, Jasmine Facilities, Jess Secretary, Jen, Vice Chair). Stacey seconded. All in favor.
9. Adjourn 7:36 Jess made a motion to adjourn, Sabrina seconded, All in favor.

Next Regularly Scheduled Meeting: April 12th, 2023