

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

Final Minutes the Board of Trustee's Meeting

Date of Meeting: April 12th, 2023

Location: Johnson Public Library

Time: 6:00 PM

Stacey, Jen, Sabrina, Jess

Agenda

1. Call to Order 6:02
2. Review and Approve Minutes from March 16th, 2023 Meeting Jen moved to approve, Jess seconded, All approved.
3. Librarian's Report & Facilities (Combined as Jasmine was out) – Jeanne has been writing lots of reports and grants. Suzanne Dodge is now subbing at the library. Yoga program through Copley Funds starting April 25th, Kara Rosa is the instructor. It will be at Jenna's Promise.

Facilities Updates: A patron requested lines in the parking lot due to the expanded parking we need to research.

Jeanne has spoken to Troy who is with Black Rock Slate. He is hoping to be here within a week or two. He will most likely be able to repair the roof leak from the outside.

\$407 Windows Cleaning Upstairs, \$212 downstairs. All windows cleaned including storm windows. All screens and tracks cleaned. – Routine Building Maintenance Expense.

Looking into insulating upstairs windows.

Attic insulation: \$15,000 for attic for cellulose including walls, sealing off soffits and proper venting, air sealing attic floor with 1" Closed Cell foam and the balance of R60 in loose fill. As well as blowing cellulose down walls into remaining cavity. This is on the select board agenda for 4/17 to seek approval per the towns' spending policy. Jasmine will attend.

Jasmine will also bring the needs assessment to the select board for the state grant. This includes \$11,000 quote from Emerson for the mini splits. \$20,000 (ballpark figure) To move staircase and close off current space. Bookcases are \$8,000 vs. \$4,000

originally estimated. Jen moves to accept the changes to the needs assessment. Stacy seconded. All in favor.

Jeanne communicated with Efficiency VT to confirm the insulation assessment. They said it is a reasonable estimate for the work being completed. They also shared a minigrant opportunity for \$5,000 for efficiency – these are first come first serve. It could help with insulation. Requirement to have a blower door test – we have had this done. \$300-\$500 required for all efficiency projects.

Jen moved to approve to accept Jeanne's report including the facilities updates, Sabrina seconded. All in favor.

4. Treasurer's Report – Stacey – Insulation – How we will pay for as the estimate is higher. (\$15,000 for attic wall and \$5,472 for the back rim joist.)We discussed funding. Funds will come from capital expense fund, possible Efficiency VT grant (see above) and accrued donations.

Jeanne and Stacey got a year to date. We were over on heating expenses. Slightly over on tech services as a couple of computers needed new hard drives and toner. Equipment capital will cover this overage.

Jen moves to approve the Treasurer's Report, Jess Seconded, All in favor.

5. Facilities Update – Combined with Jeanne's reports in Jasmine's absence.
6. Policies and Procedures – MOU discussion. Jess made a motion to revisit it after there is a new town manager. Jen seconded. All in favor.

Jeanne's assessment. Sabrina will circulate the form and we will put on the May agenda.

7. Other: Reminder to look at calendars to set date for spring cleanup day. Jen is resigning her position on the board effective 4/13/23.
8. Adjourn at 6:47 Sabrina motion to adjourn, Jen seconded. All in favor.

Next Regularly Scheduled Meeting: May 10th, 2023