

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

Draft Minutes for the Special Flood Related Board of Trustee's Meeting

Date of Meeting: Monday July 24, 2023

Location: Legion Field Gazebo

Time: 11:00 AM

Present: Jeanne Engel, Jasmine Yuris, Stacey Waterman, Jess Bickford, Kelly Vandorn, Carl Rogers. Attended by Zoom: Krystal Woodward, Shayne Spence.

Notes

1. Call to Order 11:01. Introductions were made.
2. Flood Updates
 - a. Extent of Damage: Jeanne reported that pretty much everything in the basement was a total loss. This includes wiring and electrical panel, heater and duct work, tables, shelves, hot water heater, sheetrock, two broken windows and various supplies that were stored in the basement. Upstairs the water rose several inches deep. There were several hundred books stored on the floor that were lost. Jessica has scanned them and made a list. The carpeting was saturated and ruined, wood floor underneath looks salvageable, linoleum damaged, insulation, electrical outlets and the wallboard behind the bookshelves had mildew and needed to be removed. The bookshelves are salvageable and were removed.
 - b. Work done to date: Servepro has come in and removed everything from the basement. The basement was cleaned and sanitized. Upstairs we moved the entire library collection first to a trailer and then to the Masonic Temple. The carpeting and all bookshelves were removed. The wood from the original bookshelves was salvaged and is currently stored under tarps in the parking lot. It will be moved to a storage building at the Manchester Lumber. Brian R. will move it when his tractor tire is repaired. Jasmine will check to see if this space is donated or requires rent for storage. Servepro has cleaned and sanitized and will run high powered dehumidifiers to finish flood mitigation on the main floor of the library.
 - c. Vermont Preservation Trust came and shared advice on saving and restoring the shelving. They also offered help with finding contractors and possible funding sources.

- d. Rick Emery came and looked at the hardwood floor. He felt confident that the floor would be fine if it is cleaned and sanded and sealed. Finding the hardwood floor under the carpeting was a good thing that came out of the flood damage.
- e. Catherine Delneo the Vermont State Librarian, visited and pledged to help find support for items not covered by FEMA or insurance. There was an existing Library Grant due this fall with money being distributed in early 2024. JPL had already submitted a needs assessment, but can change that to reflect updated needs related to the flood.
- f. Other funding sources may come from the Vermont Preservation Trust and Peter Welch's Build Back Better plan. We are hoping to move the electrical panel upstairs and raise the height of the outlets when the electrical system is replaced.

3. FEMA Processes

- a. Carl spoke to us about FEMA. He encouraged us to plan for the worst and hope for the best. He suggested we share photos and document everything before and after cleaning up. Jessica will start an electronic file where we can all share information and store it in one place. In addition, we should collect and document volunteer donations, activities, and hours as well as staffing hours. Servepro took 3-D video to document damage.
- b. Bills submitted to Rosemary should be coded "Severe Storm 2023."
- c. Most expenses so far will fall under emergency expenses for initial emergency response.
- d. FEMA coordinator for Johnson is Ron Rodjenski. Contact him for questions. He will help us track reimbursements. This week there should be announcements about informational meetings and how the process will work. For now, we will wait and document.
- e. Carl said that we are looking at 4-5 months for the scope of our work.
- f. He suggested hiring a general contractor to help set the scope of the work. Krystal and Carl will do a walk through and start thinking about this. Shayne said an authorized engineer should do a flood mitigation assessment. Vermont Preservation Trust will also have an architect available the end of July or early August to offer help.
- g. Carl reported that FEMA and insurance will reimburse about 90% of the cost of our damages. Alex Hill the insurance adjuster from Colonial Adjustment came and took photos. We must get a minimum of two bids on separate pieces of paper for each job.
- h. Carl thought it would be fine for now to replace some of the folding tables for our ongoing programs as well as supplies for a temporary location.

4. Staffing Update

- a. Carl suggested setting up a temporary Library location, to keep Jeanne, Kristin, and Linda on salary. Possible locations discussed were the college, Lowe Lecture Hall,

- Holcomb House, Mormon Church, VSC and the basement of the Masonic Temple. Jeanne will check on the availability of the Masonic Temple. The expenses incurred will be reimbursable by FEMA. Currently, the Library is continuing with some offsite programming. Selectboard approval is necessary for setting up a temporary location.
- b. Jeanne has vacation scheduled the end of this week and early next week. Kristin and Jasmine will step in to answer questions and cover while Jeanne is away.

5. Building Update

- a. While the building is in construction, we will make it a priority to reestablish a Wi-Fi hotspot so the public can access the internet from the parking lot. Electricity is also a priority.
- b. We also know the location of the picnic tables, which floated away in the flood, so we will power wash and clean them and set them up in the library yard as a space for internet use. We will check into providing a rain shelter for the tables.

6. Volunteer Recruitment

- a. Volunteer hours, donations and activities should be documented on the electronic spreadsheet. Please add information that you know. Jeanne has a good idea of who volunteered when.
- b. Jess and Kelly said their churches have offered volunteers when we need them if we can give a day or two notice.

7. Meeting Adjourned 12:02 PM.

Next Regularly Scheduled Meeting: August 9, 2023.