

Castleton Free Library
Board Meeting Minutes
March 22, 2021
APPROVED (April 26, 2021)

Present:

Board: Chair Nancy Mark, Patrick Keller (Pat K), Joan Brown, Pam Arel,
Patricia Schroeder (Pat S)

Librarians: Jan Jones, Library Director and Mary Kearns, Adult Services Librarian

Community Members: Normandie Keller, President Friends of the Library

The meeting, via Zoom, was called to order by the Chair Nancy Mark at 5:30pm.

Agenda:

1. The Agenda was reviewed with one comment: agenda items should be held to 15 minutes.
2. Motion to approve the March 8, 2021 minutes was made by Joan and seconded by Pam.
Motion passed with amendments made.
3. Motion to approve the Bills/Financial Statements was made by Joan and seconded by Pam.
 - Anonymous donation of \$1000 noted
 - GT Custom is Tom Kearns company
 - Donchian money still needs to be moved to the Restrictive AccountMotion passed.
4. 1772 Grant
 - Pat K in process of submitting the grant
 - MOU needs to state the maintenance agreement of the library building
 - Assessment/Maintenance Grant with \$250 matching fee
 - The evaluators will survey the building this week
 - All three chimneys involved
 - Need a Preservation Trust grant approved mason and equipment
 - Wrong mortar was used originally with the East chimney which is advised to be taken down and rebuilt using brick recovery and same vintage bricks
 - Rear chimney in better shape and more photos will be taken. Tear down is not recommended

Motion to utilize \$700 for mortar analysis to be used in conjunction with Preservation Trust mason and repair of chimney made by Pat S and seconded by Pam.

Motion passed.

5. Clock Chime Repair

- Mary reports the expense is \$2000
- Motion to pursue the clock chime repair utilizing the library funds up to \$2500 made by Pat S and seconded by Joan.

Motion passed.

- Update at next meeting

6. Trim painting

- One bid that is no longer available
- Will need new bids
- Perhaps seek expertise from preservation Trust for the trim painting
- Revisit at next meeting

7. Lighting: Librarians' Workspaces

- Library lighting is deteriorating
- No assessments have been accomplished
- Electrical recommendations will be made by John Baumgartner and reviewed at the next meeting

8. Librarians' report

- Anonymous donation of \$1000 noted
- Spring programming includes egg hunts
- Awaiting approval for Bunny Trail at Crystal Beach
- Library needs a new projector for indoor and outdoor use

Motion to allow spending up to \$800 for the purchase of a projector for indoor and outdoor use made by Joan and seconded by Pat K.

Suggestion made to contact the AV Department at Castleton University for equipment advice.

Motion passed.

9. Covid update

- Step reopening suggested

Motion to open April 6th for 15 minute browsing, 30 minute computer use, no appointments necessary with up to 5 people at a time, all precautions followed to include mask wearing, social distancing, hand sanitizing (or gloves) before and after browsing made by Pat K and seconded by Joan.

Motion passed.

Motion to allow the use of fully vaccinated volunteers made by Pat K and seconded by Pam.

Motion passed with tie-breaking vote by Chair Nancy Mark.

10. Community member questions/comments

- Friends group will be meeting formally soon

Motion to proceed to Executive Session made by Pat K and seconded by Pam.

Motion passed.

Prior to proceeding the next meeting was set for April 26, 2021 at 5:30pm. All others present were allowed to leave with no need to return after session ends.

Motion to end Executive Session made by Pat S and seconded by Pam.

Motion passed.

Motion to adjourn made by Pat S and seconded by Pam.

Motion passed.

Meeting adjourned by Chair Nancy Mark at 7:30pm.

Respectfully submitted,
Patricia A. Schroeder
Clerk