

Castleton Free Library
Board Meeting Minutes
April 19, 2021
APPROVED (April 26, 2021)

Present:

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

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

Community Members: None

Meeting, in person with masks and social distancing, was called to order by Chair Nancy Mark at 5:35pm.

Agenda:

1. Agenda reviewed.
2. Construction/Building updates
 - Environmental Review completed with no concerns or contaminants.
 - Test wells need to be removed and flushed
 - \$1750 bill remains
Motion to approve bill of \$1750 for removal of test wells and flushing of same made by Pat K and seconded by Joan.
Motion passed.
 - Public comment period follows
 - Money comes from Restricted Funds
3. Maintenance Plan: Sincerbeaux Grant Consultant's Report
 - Detailed plan by the Preservation Trust/Sincerbeaux Grant
 - \$500 (\$250/\$250) cost
 - Building committee to be established
Pat K volunteers with others to be considered.
4. Painting bids
 - Preservation Trust requires hand scraping, hand cleaning, one coat of primer and two coats of paint.
 - Includes trim and clock tower
 - Bids to Front Porch Forum and Rutland Herald
5. Front Door
 - Signage considered for book drop, example "Book Drop"
 - Opening door safely, example "Please use caution. Open door slowly"
6. Community comments: none

Motion to enter into Executive Session: Personnel made by Pat S and seconded by Pam.

Motion passed.

Prior to entering session, the next meeting was made for April 26, 2021 at 5:30pm. Librarians present were excused for the rest of the evening.

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

Motion passed.

Motion to approve the document that was discussed made by Pat S and seconded by Pat K.

Motion passed.

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

Motion passed.

Meeting adjourned by Chair Nancy Mark at 7:05pm.

Respectfully submitted,

Patricia A. Schroeder

Clerk