

Castleton Free Library
Board Meeting Minutes
May 26, 2021
APPROVED (June 28,2021)

Present:

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

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

Community Members: Debbie Rosmus (Castleton), Linda G. Corliss (Castleton), Martha Molnar (Castleton), Bonnie Hanley (Castleton), Christine Church (Castleton), Rebekah Brostek (Hubbardton), Linda McEven (Hubbardton), Sarah Wagenbach (Castleton), Laura DesJardins (Castleton), Kris Jacoby (Castleton), Kathy Jensen (Castleton), Susan Day (Castleton), Liz MacKay (Castleton), Ted Day (Castleton) and Normandie Keller (Castleton)

The in person meeting was called to order by Chair Nancy Mark at 5:35pm.

All community members were welcomed. Introductions of the Board were made to the community members present.

Agenda:

1. Joan Brown made a motion that before agenda was reviewed that we follow the latest CDC guidelines for mask wearing and allow vaccinated patrons to stop wearing a mask while in the library with unvaccinated patrons still required to wear a mask. Seconded by Pat K.
Motion passed.
2. Agenda reviewed and approved.
3. Motion to approve the minutes from April 26, 2021 made by Joan and seconded by Pam.
Motion passed.
4. Motion to approve the Bills/Financial Statements made by Pat S and seconded by Joan.
Motion passed.
5. Reports
 - Chair Nancy Mark reports that earmark request to Senator Leahy have been made in two letters for \$125,000 dollars each for increased construction costs for the handicap access project.
Thanks to Jonas for his help.
Thanks to Karen Stewart for letter formatting.
 - \$10,000 awarded from Preservation Trust.
Thanks to Pat K for all his work.
A formal announcement of award will be made soon.
 - Thanks to the Friends for their help with garden supplies.
 - Thanks to the volunteers for their help with the garden.

6. Building Committee

- Members Pat K, Pam and Jan Jones
- 1st meeting completed
- Chimney work with 1772 grant
- Maintenance plan in process. This is a long term plan looking at stewardship of building to include several projects: chimneys, front door and painting.
- Bids are out
- Follow specific guidelines
- Suggest this be called Building and Grounds Committee

7. Community member comments

- Several community members were present to show their support for Jan Jones with comments and letters.
- Packets of letters were given to each Board member for their reading.
- Thank you to all community members present and to all who wrote letters.

8. Librarians Report

- Bulleted report much appreciated (as attached)
- Fiber connection for the library will continue to be necessary
- Programming for adults in process
- Jan announced her retirement plan.

9. Motion to proceed to Executive Session: Personnel was made by Joan and seconded by Pat S. Jan Jones was invited to attend.

Motion passed.

Jan declined to attend the session.

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

Motion passed.

Next meeting will be June 28, 2021 at 5:30pm.

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

Motion passed.

Meeting was adjourned by Chair Nancy Mark at 7:37pm.

Respectfully submitted,

Patricia A. Schroeder

Clerk

Librarians' Report - May

- Requested, received & deposited appropriation money for FY 20-21. Received \$2,279.48 as the balance due from FY 19-20, and \$37,000 as an estimate (by Melanie) of remaining FY 20-21. Total deposited in Operating account:
- Donations received and deposited (\$300) in Operating account 4-21 (unrestricted). Reimbursements for gifts from Friends received and deposited.
- \$250 matching grant from Preservation Trust for maintenance plan received and deposited in Operating Account.
- Annual Federal 990EZ completed and filed before deadline
- Movie license for 2021-2022 renewed with permission to show selected movies outdoors on library property for remainder of 2021, and any film produced by the listed studios inside the library.
- Attended Zoom meeting for VELI (VT Early Literacy Initiative) libraries to discuss strategies for continuing the initiative now and after its migration to VT Humanities Council (formerly VT Center for the Book).
- Wrote letters to VT legislators regarding restoration of FiberConnect funding in the federal Recovery Bill. Communication with VT State Librarians and Tech Consultant; watched their testimony at House Hearing. This project affects about 40 libraries (including Castleton Free) who received major eVermont Grants to create the fiber infrastructure and fund servers, switches, wifi spots, etc. Equipment is now aging or obsolete throughout the network, and no longer compatible with new replacement parts. Furthermore, if the server fails at the state level, we will all lose wifi and/or our internet connection. If this proposal is reinstated as part of the funding, it would provide a bridge to keep us all connected until CUD's (Communications Union Districts) and a larger umbrella plan is developed providing an alternate connection point (estimated time 3 years).
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Received \$200 DOL grant for Children's Summer Reading - not restricted to performers' fees this year. Deposited. • Received renewal passes to VT State Parks & Historic Sites - more information coming on special park programs. • Applied for Watershed Explorer STEAM Kit (Lake Champlain Sea Grant). Will be delivered next week & will receive kit training. • Received notification that we will be receiving a Summer Readers Clif Grant (Children's Literacy Foundation) for a storytelling program and book giveaway. • Communicated with Dan Grey & Peter Kennedy re lighting. Ballast determined to be free of PCB's. Per the Building Committee, checking back with Peter re availability because Dan is very busy for the next 6 weeks and it would be good to complete in this fiscal year. • New sub added - Jen Oberkirch. • Work on reorganizing financial files to consolidate historical Building Maintenance records