

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

Present:

Board: Chair Nancy Mark, Pat Schroeder (Pat S), Pam Arel, and Joan Brown
Librarians: Jan Jones, Library Director and Mary Kearns, Adult Services Librarian
Community Members: none

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

Agenda:

1. The agenda was reviewed.
 - Lighting and oil tank updates were added.
2. Approval of minutes 3-22-2021 and 4-19-2021
Motion to approve minutes as amended made by Joan and seconded by Pam.
Motion passed.
3. Approval of Bills/Financial Statements
Motion to approve Bills/Financial Statements made by Joan and seconded by Pam.
The building project may use money from any account but must be so indicated.
Motion passed.
4. VCDP grant progress report
 - All requirements must be met by May 1, 2021.
 - An extension has been requested due to the Environmental Review report and what needed to be happening in conjunction with the report.
5. CFL Trustee Building Committee
 - This is a recommendation of the Preservation Trust.
 - Pat K, Pam and Jan have volunteered to be on this committee.
6. Librarians' Report
 - Lighting needs have been examined with recommendations to switch to LED.
Downstairs with estimates of \$50-55.
Upstairs with estimates of \$1300.
Upstairs office with track lighting recommended with no estimate yet.
Motion to accept and pursue work as recommended on the lighting after consultation with the architect up to \$1500 made by Joan and seconded

by Pam.

Motion passed.

- Oil tank
Estimates being sought for tank removal
- Clock
Cleaned, insulated and cog replaced.
Working but not chiming due to electrical fuse not working to the striker.
Will need an electrician to do that work.
Expected bill \$1500-2000.
- Arbor kits are available from the Dept. of Libraries.
- Invitation to bid for trim painting out on FPF and the Herald
- Summer reading program has up to 45 children
Reading and activity materials for underserved children
- Movie/film club is being considered.
- 5 laptop computers are available for outdoor use.
- \$500 received from the Friends of the Library for garden materials
- Pass to The Clark gallery is available.

7. Community member questions: none present

8. Prior to Executive Session, the next meeting was planned for Wednesday, May 26, 2021 at 5:30pm.

9. Motion to proceed to Executive Session: Personnel was made by Pat S and seconded by Pam.

Motion passed.

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 was adjourned by Chair Nancy Mark at 8:10pm.

Respectfully submitted,

Patricia A. Schroeder

Clerk