

Castleton Free Library
Board Meeting Minutes
September 29, 2021
APPROVED (October 25, 2021)

Present:

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

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

Community: Mary Droege, Castleton resident and Martha Molnar, Friends of the Library

The meeting was called to order by Chair Nancy Mark at 5:31pm.
The agenda was reviewed and approved.

Agenda:

1. Motion to approve the minutes from August 23, 2021 with correction made by Pat K and seconded by Pam.
Motion passed.
2. Motion to approve Bills and Financial Statements made by Pat S and seconded by Pam.
Discussion: what are tracers? Tracers are written checks.
Motion passed.
3. Community Members Questions/Interests
Mary Droege, Castleton resident, presented community ideas for the use of the Castleton Village School building if the Town should acquire the building.
 - This acquisition would be a once in a lifetime opportunity for real community building within Castleton and surrounding areas.
 - Interest has been shown by several groups such as the Recreation department, community center, school district, Boys and Girls club and CDERAC.
 - There are potential uses for the library, especially for programming and book space.
 - Board members and librarians should email their ideas to Mary Droege.
 - The library wishes to be kept in the loop.
4. Board Reports
Building Communities Grant

- Some money pledged, \$6161 with matching, for chimneys

Historic Preservation Grant

- For chimneys, with submission tomorrow 9-30-21
- Asking for \$19,400 with matching

Handicap Accessibility Project

- Meeting with Tom O'Brien
- Plans that were submitted to Scott Newman had slight revisions
- Environmental Review tomorrow on line with James Brady for next steps

Building Committee Report

- Lighting housing painted downstairs
Thank you to Mary Kearns and Pam for a GREAT job!
- Upstairs LED's to be done with eventual painting
- Lot Line adjustment soon to be officially approved

Motion to obtain a dumpster for cleanup purposes for up to \$1100
made by Pat S and seconded by Pat K.

Motion passed.

Also mentioned is the bill needs to be obtained from Mr. Combs.

5. Librarians Report

- See bulleted report
- Jan Jones requests to purchase the computer she has used since the start of Covid
- Contents to be downloaded to a flash drive for library material preservation.

Motion for Jan Jones to have option to purchase the computer for \$455.05
with contents downloaded to a flash drive for library

Motion made by Pat K and seconded by Nancy.

Motion passed with concern for price of new computer for the library.

- Patron donations of \$100 and another for a hands free reading stand noted by Mary Kearns.

Motion to have background checks made for new employees and
volunteers, grandfathering current volunteers, with current cost of
of \$30/check with these checks completed by the Town made by
Pat K and seconded by Pat S.

Motion passed.

6. The "Jan Jones Nature Bookshelf" was discussed as the Board's tribute to Library Director, Jan Jones, by Chair Nancy Mark.

Jan is retiring September 30, 2021. A few of the books contributed by the Board members were presented. Community members are also encouraged to contribute books to honor Jan's service.

7. Bill received from Tom O'Brien of \$18,745 noted.

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

Motion passed.

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

Motion passed

Motion to authorize Mary Kearns, Library Director, to hire the Library Assistant/Tech position at \$15.00/hr. made by Pat S and seconded by Pat K.

Motion passed.

Motion to authorize Library Director, Mary Kearns', pay to be \$25.00/hr. starting October 1, 2021 made by Pat S and seconded by Pam.

Motion passed.

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

Motion passed.

Next meeting is October 25, 2021 at 5:30pm.

Meeting was adjourned by Chair Nancy Mark at 8:40pm.

Respectfully submitted,
Patricia A. Schroeder
Clerk