

Castleton Free Library  
Board Meeting Minutes  
January 23, 2023  
APPROVED (February 27, 2023)

**Present:**

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

Librarians: Mary Kearns, Library Director

Community Members: Lysie Johnson, Chair of the Friends of the CFL

The meeting was called to order by Chair Nancy Mark at 5:41pm.

The agenda was reviewed and motion to approve made by Joan and seconded by Pat S.

Motion passed.

**Agenda:**

1. Approval of the Bills/Financial Statements

Motion to approve the Bills and Financial Statements made by Joan and seconded by Nancy.

Motion passed.

- An Edward Jones representative will be asked to attend a Board meeting: Pam will accomplish this request.

2. Approval of Minutes from 12-22-22

Motion to approve the minutes as written made by Joan and seconded by Pam.

Motion passed.

3. Librarians' Report

- See bulleted report
- Mary discussed the foyer and the flaking paint to the inside trim and ceiling  
Motion to approve \$2200 plus supplies for scraping and painting the inside foyer trim and ceiling by the front door if this is found to be reasonable by Bruce Williams, Clerk of the Works, made by Pat S and seconded by Pam.  
Motion passed.
- Handyman work by Mr. George Schaffer completed for \$390.  
This included a curtain to cover the kitchen area and various shelving units.
- YTD expenses reviewed.

4. Friends Meeting Report

- Mary and Sharon attended
- A Wish List was composed
- Ongoing collaboration and proposed collaborations reviewed
- Next meeting: February 15, 2023 at 6pm  
Future meetings will be on the 3<sup>rd</sup> Wednesday's of each month

5. Grant Opportunities
  - Websites were given
  - Grants will be an important supplement to libraries financials
  - Community assessment will be necessary for ongoing growth
6. Handicap Access Construction Project Update
  - \$100,000 to be released soon
  - Select Board meeting February 13, 2023 will need attending as a resolution from the SB to approve the funds is expected: Mary and Pam to attend
  - Additional funds may be needed for USDA requirements
  - March construction date TAB with schedule of construction phases
  - The Board and community are eagerly awaiting this construction
7. Community Members Questions/Comments
  - Continued collaboration with the Board and Librarians is expressed
8. Motion to enter Executive Session: Personnel made by Joan and seconded by Pam.  
Motion passed.  
Motion to exit Executive Session: Personnel is made by Joan and seconded by Pam.  
Motion passed.

The Board and the Librarians wish to thank Ms. Linda Scott, from Cleveland, Ohio, for her gift of handmade bookmarks donated to the Library.

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

The meeting was adjourned by the Chair, Nancy Mark, at 7:10pm.

The next meeting will be February 27, 2023 at 5:30pm.

Respectfully submitted,  
Patricia A. Schroeder  
Clerk