

## **January 20, 2015 Brownell Library Trustee Meeting Minutes--DRAFT**

At 7:05 PM Christine Packard called the meeting to order.

Trustees in attendance were Andy Kolovos, Daisy Benson, Todd Logan, Christine Packard, Christina Yu, Sheila Porter, Linda Costello, Giselle Glaspie, Dottie Bergendahl, and Nina Curtiss.

Brownell staff members in attendance were Wendy Hysko and Erna Deutsch.

The minutes of the December meeting were reviewed and a grammar error was corrected. Sheila moved and Christina seconded the approval of the minutes. Motion passed.

Erna was introduced.

The Financial report was heard. The trustee CD is at \$2,680.86 and the trustee fund contains \$1,384.64. The current budget is on track for the time of the year. The Maintenance Building and grounds line item is over budget as expected. Sheila moved and Andy seconded the acknowledgement of the financial report. Motion passed.

### **Announcements**

The trustees will work on a plan for an opportunity to invite village resident to talk with the library trustees about the proposed budget at our February meeting. Christina Yu has been offered a Doctoral program at Ohio State. Grace Yu has won a Green and Gold award at Essex High School. Sheila Porter visited with George Tyler and his family.

### **Staff Announcements**

Wendy talked about the Salman Rushdie program which is now on line for viewing at Vermont Public Television. Erna described the new youth computer desks and the plan to participate in this year's Vermont Reads program in collaboration with the area schools and other organizations.

### **Reports**

Circulation numbers are down. Wendy believes this is because collection development has suffered during our period of short staffing. Much of her time needs to be spent on issues of a technical nature. Although there is a volunteer to help with this work, she feels that she must do these tasks. The trustees offered to help in any way we can to lighten some of the load. Daisy offered to help with updating the web site. Nina is willing to work with Wendy on program outreach.

### **Committee Reports**

The Foundation elected officers at their last meeting. They are: Cathy Shearer President, Dottie Bergendahl Vice President, Ed Malina Treasurer, Linda Costello Secretary and Tom Helmstuttler Development Chair. The Foundation board vote to make \$1,000 available for both staff development

and technology. It was also pointed out that the Foundation has more than \$4,000 for collection. The Foundation is looking for new members. It plans to review the Foundation's bylaws this year.

The Friends have approved the Trustee Memorial Day book sale this year.

### **Old Business**

The trustees like the year-long spread sheet format. Dottie asked that some separate mention of the First Wednesday's program attendance numbers be made. Christine encouraged trustees to think about attending the Feb. 3 volunteer party.

### **New Business**

Dottie moved and Linda seconded the following slate of officers for 2015. Chair Christine Packard, Vice Chair Andy Kolovos, Secretary Sheila Porter and Treasurer Nina Curtiss. The motion passed. Dottie moved and Daisy seconded the motion to make a gift to the Gregory Tyler Scholarship Fund at the Merchant's Bank. The motion passed. Linda moved and Christina seconded the motion that the amount of the gift be \$250. The motion passed. There was also discussion about how the library trustees might help build this fund and would such an effort be appropriate.

Wendy checked that all trustees would like to have their e-mail addresses added to the library's mailing lists for announcements and information. Wendy has found a source of digital copies of the Essex Reporter since 2009 for \$700 a year. She has a two week trial membership and distributed the sign on instructions. Dottie suggested that this information be shared with Penny Pillsbury for her critique of the offering.

### **Adjournment**

Daisy moved and Nina seconded the motion to adjourn. Motion passed and the meeting adjourned at 8:22pm.

Respectfully submitted

Dottie Bergendahl