

Brownell Library Trustee

Meeting Minutes

March 21st, 2017

Brownell Trustees in attendance: Christine Packard, Sheila Porter, Nina Curtiss, Dottie Bergendahl , Linda Costello, Beth Glaspie, Sydney Turer (Teen Trustee), Kayley Haggerty (Teen Trustee), and Max Holzman, Penny Egan, Andy Kolovos

Brownell staff members in attendance were Wendy Hysko and Susan Pierce.

Absent: NA

At 7:10 PM Christine Packard called the meeting to order.

Christine asked everyone to go around and introduce themselves to potential new Trustee, Ann Wadsworth, observing meeting as a guest.

Agenda changes/deletions:

Add: Open Trustee position – to Old Business

Minutes:

The minutes of the February 21st were reviewed. Sheila moved to accept and Linda seconded the approval of the minutes with recommended edits. Motion passed.

Financial Report:

The Financial report was reviewed and acknowledged. The Trustee CD is at \$2,705.83 and the Trustee Fund contains \$2,174.10. Beth asked for clarification on the postage budget line item.

Announcements:

- Dottie invited folks to learn to play cribbage at the Senior Center 1-3 on Sunday, March 26th.
- Beth announced that she is not re-running for her position. This will be Beth's last meeting.
- There are two open positions for the April 11th ballot. Sarah Shultz is interested in becoming a Trustee in the future. As we already passed the deadline for the upcoming April 11th election, there will be no names on the election but the position could be filled with a write-in candidate. If no one is selected from the election, then the process would go back to the Village of Essex

Junction office and the position would be formerly advertised through the Village. Ann is interested in the three year term.

- Penny announced that she is not going to join the Foundation at this time.
- New Youth Librarian, Julia Rigsby, started on Monday.
- Sydney announced the first annual Pun Tournament at the library in the Kolvorod Room, March 31st at 7:00-9:00pm. Winner wins GC to McGilucuddy's

Director and Staff Report:

- Discussion about some of the incidents with youth.

Committee Reports:

None

Foundation Report:

Foundation will meet on Monday 3/20/2017. Two new people came in as possible new members. Next meeting on 4/17/2017 to have a part business meeting and then working in the book room. There will be a Book Room training this Friday, 3/24/2017. The organization urgently needs new volunteers for the Board. Dottie made a recommendation that there be more than one (currently just Linda) Trustee on the Foundation. Some of the duties of the Foundation includes overseeing donations and monies raised to support the library. Also, as a result of the merger, the current Board has the ability to decide on the new direction of the Foundation. Meetings are currently monthly but will move to every other month in the future. Some suggestions for recruitment includes: Front Porch Forum, Essex Reporter, signs posted in library, table at the Village meeting.

Old Business:

New Trustees: Covered in announcements.

In Memory of Ginny Powers – The first table will be collected to be worked on by the refinisher in May.

Penny Pillsbury Fund – Andy gave an update that it is achievable, within the budget, to scan identified photos but not sure about the cost of the framing. One other idea is to bind the scanned photos in an album.

Staff appreciation – Wendy spoke to the staff and they would like the Trustees to earmark funds for the staff to then determine how to use. Linda made a motion to give Wendy \$300 for a staff appreciation outing from the Trustees to be used in any way the Library staff would like. Dottie seconded. Cash requested. All approved.

Update on Youth Library hiring process – Covered in announcements.

Village Meeting – Wendy and Christine to meet with Pat Scheidel to make clear who is responding to questions to defend the budget. Meeting is Wednesday, April 5th at 7:00. The library would like a table in the hall to also feature, 1st Wednesday flyers, TED talks flyers, volunteer info, must read Mondays info and calendars. Volunteers who can be at the table include: Dottie and Andy. Dottie will email Foundation to see if anyone from the Foundation could staff the table.

New Business:

Exhibit Policy – Relates to people who rotate exhibits in the Kolvoord Room. Wendy felt a policy is needed to ensure easier transitions for new installations so that artists know the expectations in advance. Draft policy was reviewed. Specific language edits were discussed.

Honoring long time volunteers – Wendy opened the floor to ideas for how recognize long time volunteers. Some ideas include: Certificates, cards, pictures, annual list in the Reporter, display in the case, book “favorites”, and a letter from the Trustees. Linda suggested that we think more about this and come to next meeting with other ideas.

Phil Kolvorod death acknowledgment: It was discussed to send a sympathy card to Kolvorod family and donation to the Children Literacy Foundation. Linda made a motion to donate \$50 to the Children’s Literacy Foundation from the Trustees. Dottie seconded. All approved.

Adjournment:

Sheila moved to end meeting, Penny seconded. Meeting adjourned at 8:55.

Respectfully submitted

Nina Curtiss