

Brownell Library Trustees Meeting Minutes 11/15/2016

Brownell Trustees in attendance: Dottie Bergendahl, Linda Costello, Penny Egan, Max Holzman, Beth Glaspie, Kayley Hasserty, Andy Kolovos, Christine Packard, Sheila Porter

Brownell Staff in Attendance: Wendy Hysko, Alison Pierce

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Meeting called to order at/by: 7:03pm by Christine Packard

### **Agenda Changes/Deletions**

Added discussion of Trustee Conference to Old Business

### **Minutes of Tuesday, Tuesday, October 18, 2016**

Beth noted that Ginnie Powers's name was spelled several different ways. Beth recommended specifying "Penny Pillsbury" as the Penny identified under the "Old Business, In Memory of Ginnie Powers" section of the minutes.

Dottie Moved to accept the minutes as corrected. Penny seconded. Passed unanimously.

### **Financial Report**

Library staff did not receive a Budget Update from the Village financial office. Trustees discussed the general expectation of the budget at this point in the fiscal year.

Nina provided the following information on the Trustee accounts: \$2,699.25 in CD. \$2,221.17 in Trustee Fund. Discussion of Trustee funds ensued.

Dottie moved to acknowledge the financial report. Andy seconded.

### **Announcements**

Wendy shared that the library's first TedX event will be held on Wednesday, November, 16, 2016.

137 people attended the November First Monday's event on Alexander Hamilton.

John Churchman visited the library for story time today. He brought his dog and wore his signature jacket. The Churchmans will have a barn lighting on December 10. Information will be available on their Facebook page. Trustees held a brief discussion of barn lightings.

### **Reports**

#### **Library Director and Staff Report**

Trustees reflected on the misfortunes of Susan detailed in the report.

Dottie inquired about the phone system and her difficulty reaching the library via phone today. Wendy stated that she tested the system by calling in and found it working properly.

### **Committee Reports**

There are no committees.

### **Foundation Report**

Dottie provided the Foundation report. Foundation will meet next week. Bulk of appeal letter has gone out. Dottie reported some technical problems with the mailing as a result of trouble with her printer. Foundation needs a Brownell Trustee to join the board in January. Book sale seems to be going well.

## **Old Business**

### **In memory of Ginnie Powers**

Wendy contacted Brothers Furniture for an estimate to refinish the antique tables. Brothers quoted \$475 a table. Trustees discussed the costs and speculated about other options for doing the work. Trustees felt it important to get additional estimates, and made suggestions for other potential vendors. Trustees discussed the logistics and potential problems associated with having the tables out of the building for refinishing. Christine and Linda volunteered to explore getting additional quotes.

### **Penny Pillsbury fund**

Andy and Dottie discussed the \$6,000-\$8,000 estimate from Northeast Document Conservation Center for conservation of the Aug 3, 1926 copy of page 3 the Burlington Suburban List currently on display in the Library basement outside tech services. Due to the extremely high estimate the Penny Pillsbury Fund Working Group will explore other options for going forward, including gathering estimates from other vendors and locating a new copy of the paper from that day.

### **Budget work group**

Budget working group met last Thursday and have developed a proposed budget. Copies of the proposed budget were supplied to Trustees. Dottie identified some figures in need of correction and Wendy made note of them. The proposed budget represents an approximately 2.2% increase over the current year's budget.

### **Library Trustee vacancy**

Christine shared that Linda is now a member of the permanent board, replacing Nikki who resigned. Christine informed Linda that she will need to write a letter to George Tyler notifying

the Village that she will be leaving the elected board. Trustees were encouraged to consider potential candidates to replace Linda on the elected board.

Trustees and staff discussed possible new board candidates.

### **Trustee Conference**

Linda and Dottie attended the Department of Libraries Trustee Conference and provided information on the event. They discussed a Department of Libraries VT Early Education STEM grant program that provides materials to libraries in the state for hands on STEM activities.

Trustees discussed a range of activities and services provided by the Department of Libraries.

Linda described a presentation on computer coding and the possibilities of teaching coding at the library.

Dottie and Linda discussed other various aspects of the event.

Both Dottie and Linda encouraged more Trustees to attend in the future. Christine thanked them for attending.

### **New Business**

#### **Train Hop**

Train Hop is Friday, December 9, 2016 from 6pm-8pm. Trustees discussed the annual refreshments table. Dottie agreed to approach various supermarkets for donations. Wendy shared that with support from the Friends/Foundation a library patron is in the process of assembling a train set for the Brownell Library. Train cars will have literary themes. Our own train set!

Christine requested that all Trustees provide juice for the refreshment table and asked for volunteers.

#### **10. Adjournment**

Sheila moved that we adjourn. Andy seconded.  
Meeting adjourned at 8:29pm.

Minutes submitted by: Andy Kolovos  
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Note on Vermont Open Meeting Law - minutes must be taken at every public meeting and must include at least the members present, active participants, motions made, and votes taken. And posted on website and be available by request within 5 days of meeting.

\*\*\*\*Minutes should be provided to Library Staff for posting by Friday afternoon of the meeting week to adhere to Vermont Open Meeting law. \*\*\*\*