

Brownell Library Trustees

Meeting Minutes

October 21, 2014

Brownell Trustees in attendance: Christine Packard, Dottie Bergendahl, Sheila Porter, Todd Logan, Nikki Yandow, Linda Costello, Nina Curtiss, Daisy Benson, Andy Kolovos.

Brownell Staff in Attendance: Wendy Hysko and Susan Pierce

Meeting called to order at 7:10pm by Christine Packard.

1. Minutes:

Nikki Yandow moved to accept the minutes as amended and Nina Curtiss seconded. Motion passed unanimously.

2. Financial Report:

Trustee CD: \$2,677.00

Trustee Fund: \$1,385.00

Maintenance buildings/grounds would be a problem, several issues were acknowledged in the financial report.

3. Budget Work Group:

No numbers from Village Office yet. Next meeting with Village planned for Wednesday, Oct. 29th at 1:00pm.

4. Staff announcements:

Wendy Hysko has requested money from capital fund to replace carpet due to wear. Venue for First Wednesdays with Frank Bryan may need to be changed due to number of people.

5. Library Director and Staff Report:

Nina asked about Wendy H. and Alison P.'s meeting with Essex Free and Wendy H. said they had a positive experience. Nina also asked about a spreadsheet for a year's worth of statistics about programs. Wendy H. said she would look into that.

6. Committee Reports:

Foundation has not met. Meeting next week to stuff envelopes. Next meeting November 17th. Friends made \$1,500 in September from book sale. Book sale is open all the time and is a big hit. They're looking in to the new signage so everyone knows about ongoing book sale. Their annual meeting is in December.

7. Old Business:

- Reminder about new open meeting law

- Surveillance system and policy – Our Essex Police Department liaison Lt. Rick Garey asked us to change the number of days we retain footage from 45 days to 91 days in our draft. After discussion, Dottie moved we accept the policy as amended, Nikki seconded. The motion passed unanimously. We plan to review the policy 6 months after implementation.
- Newspaper digitization progress report – Andy reported on speaking to Jeff Marshall from UVM. We may ask Jeff to come to Brownell to give a talk about this to all Brownell stakeholders in 2015.

Daisy moved and Todd seconded that we adjourn at 9:05. Passed unanimously.

Respectfully submitted,

Sheila Porter