

Brownell Library Trustees

Meeting Minutes

March 19, 2019

Brownell Trustees in attendance: Dottie Bergendahl, Linda Costello, Beth Custer, Helen Donahey, Jeanne Grant, Joe Knox, Andy Kolovos, Christine Packard, Sheila Porter, Ann Wadsworth, Spencer Messier

Brownell Staff in Attendance: Megan Allison, Wendy Hysko

Other Attendees: None

Meeting called to order at/by: 7:02 pm by Christine

1. Agenda Changes/Deletions: No changes/deletions to agenda.

2. Minutes of Tuesday, February 19, 2019: Sheila moved minutes be accepted as written, Linda seconded, motion carried unanimously. Minutes accepted as written.

3. Financial Report: The total in the Trustees Fund is \$2832.59. The CD us unchanged at \$2743.89. Trustees discussed the budget. Dottie moved that the financial report be accepted and Andy seconded. Motion carried unanimously.

4. Announcements: Jeanne has a friend who's an ELL teacher who started job at USCRI, looking for space to teach English to new Americans. Wendy said that the commitment is often more than the library can provide due to library programming taking precedence, but she would like to help if possible. Jeanne will let her friend know when we meet and invite her to a trustee meeting to discuss this issue further.

Linda Costello said that the fairies arrive around the first of May near a crossroad. Linda is willing to tell some fairy tales around that time.

Wendy reminded us of a program with Rick Winston on Monday evening, March 25th on the Red Scare in VT.

5. Reports: Library Director and Staff Report: Discussion about RBDigital, First Wednesday speaker, Friday Sit and Knit Nights, patrons requesting help from specific staff members, and religious material being inserted into stacks around the library.

6. Committee Reports: Strategic plan process committee: They recently had a meeting where they created a nine question survey which will be online. There will also be a shorter survey to hand out at

the Village meeting. The strategic plan process committee is requesting that the Trustees buy golf pencils that will say "Brownell Library" on them to be used for the surveys as well as for the library's use. Motion to buy 1000 pencils, a ream of colored paper, and wrapped candy made by Linda, seconded by Sheila. All approved. Pencils will be silver or orange.

Andy suggested putting the survey in the Essex Reporter.

7. Foundation Report: The Foundation met last night. They voted to give the Trustees the proceeds from the Memorial Day book sale and for at least two weeks afterward. If we would like to request that the Foundation purchase something, we need to go through the process of making the request and the Foundation will vote on it.

8. Old Business:

Trustee portrait display: Wayne Pierce took several photos of the Trustees.

Town Meeting: Town meeting went well, additional funds were approved toward roads.

Strategic Plan Process: See committees above.

Security camera policy update: Tabled

Village Meeting: Joe, Andy, and Alex Carmichael will staff the library table. One of them will mill around and ask people to complete the surveys. Sheila and Beth will help with the surveys on the tables in the dining room. We'll ask the Village to announce about the strategic plan and the surveys at the meeting.

9. New Business:

Municipal Social Media Policy: Wendy, Christine and Hannah will be meeting with Evan Teich next week to discuss the social media policy and technology.

Trustee and Friends conference on May 21: Meeting will be at the Davis Center at UVM. These meetings are great, Trustees will pay for us to attend, good speakers.

State Library Advocacy: The state library is without a state librarian. They could appoint someone from within the department, but they should have a national search. Trustees encouraged to contact people involved in this. Wendy will send Trustees this information.

10. Adjournment: Sheila moved to adjourn, Dottie seconded. Meeting was adjourned at 8:33.

This meeting will be held at Brownell Library in the Library's Kolvoord Community Room, 6 Lincoln St. Essex Junction, Vermont. Accommodations will be provided upon request to the Library Director to assure that library meetings are accessible to all individuals regardless of disability.

Minutes submitted by: Ann Wadsworth