

Brownell Library Trustees

Meeting Minutes

6/18/2024

Brownell Trustees in attendance: Dottie Bergendahl, Linda Costello, Beth Custer, Helen Donahey, Jeanne Grant, Karen Hergesheimer (remote), Sheila Porter, Ann Wadsworth

Brownell Staff in Attendance: Wendy Hysko, Hannah Tracy

Other Attendees:

Meeting called to order at/by: Jeanne at 7:01 pm

1. Agenda Changes/Deletions: none

2. Public to be Heard: none

3. Announcements:

The Administration is asking all departments to keep increases to 3% in next year's budget cycle.

Wren, a library volunteer, is going to become a teen trustee. Gabbi will be back as a teen trustee this fall.

4. Minutes of Tuesday, May 21, 2024

Sheila moved to accept minutes as amended, Dottie seconded. Motion passed.

5. Financial Report

We shouldn't have any problem coming in under budget.

Trustee checking acct balance: \$2208.01

CD interest for May: \$12.26

Memorial Day book sale: \$227.25

"Buck a Bag": \$152 (for three weeks post Memorial Day)

Sheila acknowledged financial report, Jeanne seconded. Motion passed.

6. Reports: Library Director and Staff Report

Dottie expressed thanks to Tracy for circulation spreadsheet.

7. Committee Reports:

Strategic Plan – hammering out survey, has been reviewed three times, one more iteration coming out.

Hiatus through the summer. Roll out to public late August or early September.

8. Foundation Report:

Book prices back to normal in book sale room. No book collection in July, August or December.

Helen is meeting with Renee about swag. Some patrons asking for heavy canvas bags.

Tee shirts – cheap ones are scratchy and don't fit well.

9. Old Business:

Roof/door renovation grant update – Only repairs have been done, no renovations done.

Lincoln Hall renovation update - Moving ahead with plan, converting senior center into office space. Should be starting renovations in August.

Memorial Parade booksale – Next year we need to remember to make signs with prices ahead of time. Also, be prepared by gathering bags ahead of time so we don't have to ask librarians for bags. Let people know we don't have bags. Dottie suggested changing the name to "Fill your bag for a buck".

Library Trustee City Council/MOU – Jeanne and Christine met with Amber, Raj and Regina. Christine and Jeanne coming up with a proposal for a memorandum of understanding. Next meeting is on July 11.

S. 220 legislation update – Governor Scott signed bill, now called Act 150, that goes live on 7/1/24. What's impacting us is lowering the age of confidentiality to age 12. Need to change computer system to update kids' information.

Privacy Policy Statement - Recommending removing anything related to ages. Policy needs to be improved and streamlined.

Helen moved to accept as revised, Jeanne seconded. Motion passed.

10. New Business:

Staffing updates - Chessa has left the library, Sarah Ellis resigned effective July 5, 2024. Interviewing six people to start. Morale is low, contract negotiations have been going on for months.

S. 55 Open Meeting law updates - New law effective July 1, 2024 regarding open meetings, have to be hybrid, record meetings, keep recording for 30 days.

Beth will take minutes in August.

10. Adjournment

Sheila moved to adjourn meeting, Jeanne seconded. 8:17 pm

Minutes submitted by: Ann Wadsworth

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.

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. ****