

Brownell Library Trustees

Meeting Minutes

November 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

Teen Trustees: Carrie Egan, Spencer Messier

Brownell Staff in Attendance: Wendy Hysko, Alison Pierce

Other Attendees: none

Meeting called to order at 7:00 pm by Christine Packard, Chair.

1. Agenda Changes/Deletions: none

2. Minutes of October 15, 2019

Sheila moved that the minutes be accepted, Dottie seconded. The motion passed unanimously.

3. Financial Report:

The total in the Trustees fund is \$3449.08, the CD total is \$2784.98, and the Frances Frost/Porter Children's Book Fund has a balance of \$221.58.

The budget working group has met and will continue to work on the FY21 budget.

Building and grounds as well as maintenance have been removed from the library budget. Dottie moved that we ask the Village to show us past performance on line items removed from the standard budget. Andy seconded, motion carried unanimously.

Andy moved to acknowledge the financial report, Helen seconded, motion carried unanimously.

4. Announcements:

TEDx talk tomorrow night: Facing Our Fears

5. Reports: Library Director and Staff Report

Trustees commended the youth department for all of the great programming.

6. Committee Reports:

Strategic Plan: Alex Carmical has now written a draft of the Strategic Plan and the committee will be meeting on December 9th to fine tune it and to talk about the mission statement. They should have this ready for the Trustees' December meeting and the Trustees will be able to vote on it at that time.

7. Foundation Report:

Dottie reported that the members of the Foundation met yesterday and they collected 220 books from the Book Sale room for the Rotary holiday luncheon for seniors on December 4th. The Foundation needs more volunteers to help in the book room and they need members for the Board. The Foundation will have a table at the First Wednesday event on January 8th to recruit volunteers.

Hannaford gave \$75 to the Foundation from the sale of grocery bags in October. Shaw's in Williston will be selling bags to raise money for the Foundation in the near future.

8. Old Business:

Bonnie Doble, chair of the Essex Free Library Trustees, will bring up pending merger vote at upcoming meeting of Essex Free Library Trustees.

9. New Business:

Train hop: December 13th at 5:30 – 8:00. Trustees are each being asked to provide 1 gallon of apple juice. Christine will purchase cheese and crackers. Trustees are asked to arrive to help at 5:00.

Strategic plan annual goals: Should strategic plan follow fiscal year rather than calendar year? Dottie suggested renaming it to "Strategic Plan: FY 21 to FY 26". Wendy said that the strategic plan is helpful to the library. Technology, books, and programming ideas change over the five years.

History in the Heart of the Village: This may be scheduled for March or April.

Bridget Meyer is interested in doing more planning for programs in the library. Christine and Bridget will create a survey to find out people's interests.

10. Adjournment - Sheila moved that the meeting be adjourned at 8:12. The motion was seconded by Andy and approved unanimously.

Minutes submitted by: Ann Wadsworth
