

Brownell Library Trustees

Meeting Minutes

11/17/2020

Brownell Trustees in attendance: Dottie Bergendahl, Rachael Coe (Teen Trustee), Linda Costello, Helen Donahey, Jeanne Grant, Joe Knox, Andy Kolovos, Sheila Porter, Ann Wadsworth.

Brownell Staff in Attendance: Wendy Hysko, Erna Deutsch

Other attendees: none

Meeting called to order at/by: 7:04pm by Andy

1. Agenda Changes/Deletions

Added discussion of budget process under Financial report.

2. Minutes of Tuesday, October 20, 2020

Dottie moved we accept the minutes as written. Sheila seconded. Passed unanimously.

3. Financial Report

Joe reported the following balances - Checking: \$2,271.17. CD: \$2,822.08.

Budget process: Wendy met with Unified Manager Evan, Greg, Sarah and Courtney to review proposed budget. Budget as presented shows an 8.4% increase. Budget process will continue into December.

Dottie noted that the budget information was not included in the meeting packet. Wendy characterized the budget as currently on track.

Linda moved that we acknowledge the financial report. Dottie seconded.

4. Announcements

No announcements.

5. Reports

Library Director and Staff Report (enc)

Dottie addressed the section of report outlining difficulty staff have had in getting information from VT Department of Libraries regarding sterilizing/quarantining library materials. Dottie suggested trying to connect with a reporter to address this topic during an upcoming VT Department of Health press conference.

Helen noted that ADL library has changed their quarantine time from seven days to three.

Joe pointed out that the VT Department of Libraries has guidelines on their website from the VT Department of Schools. Wendy noted that the Department of Libraries has not endorsed those guidelines for all public libraries.

Discussion regarding the topic ensued.

Jeanne asked about the kits being provided by the library to patrons.

6. Committee Reports

We have no committees.

7. Foundation Report

Dottie shared that Foundation is trying to meet on November 30. They are working on their annual fundraising letter. Foundation is limited in what it can do until they are able to resume the book sale.

8. Old Business

Update on discussion of plan for libraries pending merger vote

Wendy noted that the merger vote passed in the village. Town working on their merger vote for Town Meeting.

9. New Business

Pavilion update

Concrete slab was poured by public works. We are waiting for construction to begin. Completion anticipated by end of the year.

COVID library operations update

Wendy outlined activities. Curbside has been brisk. Staff are watching infection numbers to make a determination about continuing in person appointments. Discussion regarding options and approaches ensued.

Dottie moved that trustees support staff if they decide to pause appointments, with review at each trustees meeting. Linda seconded. Passed unanimously.

10. Adjournment

Linda moved to adjourned. Sheila seconded. Passed unanimously.

Notes on agenda items, voting outcomes.

Minutes submitted by: Andy Kolovos

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.