

Brownell Library Trustees Meeting Minutes

September 15, 2020

Brownell Trustees in attendance: Dottie Bergendahl; Beth Custer; Helen Donahey; Jeanne Grant; Joe Knox; Andy Kolovos; Christine Packard; Sheila Porter; Ann Wadsworth; Fatima Khan, Teen Trustee; Rachael Coe, Teen Trustee

Brownell Staff in Attendance: Wendy Hysko, Library Director; Megan Allison, Youth Services Librarian

Other Attendees:

_____ **Meeting called to order at 7:04 by Christine Packard.**

1. Agenda Changes/Deletions:

First item under New Business in Agenda moved up to introduce new teen trustees Rachael Coe and Fatima Khan.

2. Minutes of Tuesday, August 18, 2020

Dottie Bergendahl moved that the minutes of Tuesday, August 18, 2020 be approved as amended to clarify it's the Library Trustee funds being used in honor of Al Bergendahl, not Foundation funds; Sheila Porter seconded. The motion was passed unanimously.

3. Financial Report:

Joe Knox reported that the Trustees had a balance of \$2506.25 in their account. The Trustees unanimously acknowledged the financial report.

4. Announcements:

The library is getting close to hiring for the tech services position.

The youth summer program went well and the youth dept is currently working on fall plans. We were sorry to learn that Mary Ann Parizo died this week.

5. Reports: Library Director and Staff Report

The Trustees reviewed the reports provided by the Brownell Library director and staff. The staff's goal is to have computers available for patrons the first week of October. The library

Wednesday hours will be shifted soon to 8pm to accommodate community members who are unable to make it during the more daytime hours, and public computer appointments will also be added.

6. Committee Reports:

There are no committees at this time.

7. Foundation Report:

The Foundation has switched to meeting the week following the trustees' meeting. They approved Dottie Bergendahl's idea for the Bergendahl fund. The Foundation is trying to figure out how to operate the book sale, but it's difficult to even use the book room because of chairs stacked up in there.

8. Old Business:

Wendy Hysko and Caitlin Corliss of the Essex Free Library are in regular contact about how to manage during the pandemic.

The Village Trustees have voted to add the merger vote to the November

ballot. **9. New Business:**

Staff appreciation: Wendy Hysko has looked into renting a truck from Ben and Jerry's for 33 people for \$254. Wendy would like to include the trustees as well as Public Works. The Public Works Department has been incredibly helpful to the library and staff. This is currently scheduled for 9/22/2020 at 2:30.

Ann Wadsworth moved that the Trustees pay \$254 for the ice cream; Jeanne Grant seconded it. Dottie Bergendahl amended to include inviting Public Works, Sheila Porter seconded Dottie's amendment. The motion was passed unanimously.

Dottie Bergendahl asked about a budget work group starting to meet to work on the budget. Sheila Porter and Dottie are both available to participate.

10. Adjournment: Dottie Bergendahl moved that the meeting be adjourned at 7:58 pm. Sheila Porter seconded. There were no objections.

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.

Minutes submitted by: Ann Wadsworth

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. ****