

Brownell Library Trustees Meeting Minutes
June 15, 2021 at 7:00 p.m. via Go To Meeting

Brownell Trustees in attendance: Dottie Bergendahl, Linda Costello, Beth Custer, Helen Donahey, Jeanne Grant, Joe Knox, Andy Kolovos, Christine Packard, Ann Wadsworth. Excused: Sheila Porter, Rachael Coe, Fatima Kahn.

Brownell Staff in Attendance: Wendy Hysko, Alison Pierce.

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

1. Agenda Changes/Deletions – Period Equity company “Aunt Flow” was added under New Business.
2. Minutes of the May 18 2021 meeting – In response to a request for clarification on the Porter/Frost fund balance, it was noted that this was reported on due to donations received from a special fundraising appeal. Dottie moved approval of the minutes. Ann seconded. The motion passed with 1 abstention (Helen).
3. Financial Report – Joe reported that no new statements have been received since the last meeting, so the checking account is at \$2,250.51 plus any interest since May. Dottie noted that Brownell is on track to end the year under budget. Computer expenses are very low. Supply expenses are low. The adult collection is also a little under budget. Covid funding was used to pay for special supplies that were needed for this unusual year. Dottie moved acknowledgement of the financial report. Linda seconded, and the motion passed.
4. Announcements – Wendy reported that the Essex Equity committee has organized a Juneteenth celebration in the new pavilion. There will be readings and children’s activities. 11 am on Saturday 6/19.
5. Library Director and Staff Report – In response to a question, Wendy clarified that the supplies for the youth program activities were for kits, so were charged to the youth program, not library supplies. Several trustees noted that the youth program kits have been great.
6. Committee Reports – no committees.
7. Foundation Report – The next meeting will be held in a week or so. The foundation has collected about 12 boxes of donated books and is considering hosting a one-day book donation event in the pavilion in July. Dottie is storing the donated books at her home.
8. Old Business –

Covid library operations update: Wendy noted that the library will be closed tomorrow (6/16) in order to give all staff time to work through finalizing plans for the gradual re-opening process. Staff are mindful of the fact that the library serves the entire community, including youth who are unable to be vaccinated at this time, so will be requiring all patrons to wear masks inside the building.

Dottie suggested that the trustees demonstrate support for the masking requirement. Helen made the following motion: Inside Brownell Library, in all public areas, all patrons--regardless of vaccination status--are required to wear masks. Linda seconded, and the motion passed unanimously.
- Essex Junction independence plans – It was noted that this intensive planning effort is moving very quickly.
9. New Business -

Period Equity – Ann learned about a company “Aunt Flow” that sells low-cost bulk menstruation products and dispensers to organizations in an effort to promote period equity. Wendy has concerns about stocking the restrooms with free products due to past plumbing issues. Products are currently available at the youth desk but rarely requested. The trustees voiced support for promoting period equity in a way that does not endanger the plumbing. Staff will consider signage to help direct patrons discreetly to supplies.

Recruitment – There was discussion regarding the three vacant positions. How can the trustees support the recruitment efforts, especially given the salary constraints? Wendy noted that the hiring market is especially difficult right now. The vacant positions and status of recruitment efforts were reviewed.

Next meeting: There will be no July meeting, as is usual. The August meeting may be able to be held in person, location TBD. Dottie suggested an August meeting agenda item: forming the budget committee.

10. Adjournment – at 8:03 pm, Dottie moved adjournment and Linda seconded. The motion passed unanimously.

Minutes submitted by: Helen Donahey