

## Brownell Library Trustees

### Meeting Minutes

March 15, 2022

Trustees in attendance: Christine Packard, Dottie Bergendahl, Linda Costello, Beth Custer, Helen Donahey, Joe Knox, Andy Kolovos, Sheila Porter, Ann Wadsworth. Youth trustees: Fatima Khan, Isabella Silva

Brownell Staff in attendance: Wendy Hysko, Megan Allison

Meeting called to order by Christine Packard at 7:03

Agenda changes - none

February 15 Meeting Minutes: Helen moved and Sheila seconded approval of the minutes as written. Motion passed.

Financial Report: Joe reported that the checking account is at \$2,091.47 and the Trustee CD is at \$2,834.58. Dottie reviewed the budget. Federal Grant expenditures – some is ARPA money and some is from another source. Wendy has not had a chance to get all the details from Tracy on the specifics of the federal grant funds, but she will meet with Tracy and report on that next month. Andy moved and Dottie seconded acknowledgment of the financial report. Motion passed.

Announcements: Planning for summer. Megan announced a virtual program on penguins has been scheduled with the New England Aquarium. The take home kits are reaching new audiences. Sheila made a plea for in-person youth programs. Book Discussion on *Fighting Words* will be on May 12. There will be a recruitment person from DCF with information on the foster family program. Adults are encouraged to attend this discussion. This is planned to be in person, possibly under the outdoor pavilion. Wendy announced that the next First Wednesday program will be in person at the Senior Center on April 13 (a week late due to the Village Meeting).

Library Director & Staff report: the trustees reviewed the report.

Committees: There are no committees.

Foundation Report: Dottie reported that they plan a donation event this Saturday between 10-noon. Some people have approached the foundation about resuming the ongoing donation drop off system. Wendy feels that staff are not able to manage the ongoing donation model, but monthly donations managed by the Foundation could work. (Currently donations are scheduled every other month.)

Old Business:

Covid library operations update – Wendy reported that they will be able to put the furniture out soon with air improvements. We will continue masking indoors to protect unvaccinated patrons.

Lockers arrived yesterday so staff will be trained to use them for self-service pickup for patrons, ultimately for 24/7 use in the main vestibule.

Independence update: Wendy reported that this is going very well. Trustees have been great to work with. New Finance and HR directors are in place and also great to work with. Wendy reviewed the transition timeline. The Village Meeting next month will be an online informational meeting followed by voting by Australian ballot the next day.

New business:

Memorial Day Parade book sale – Christine noted that there will be a Memorial Day Parade this year on May 28. A motion to confirm that we will hold a book sale in conjunction with the Memorial Day parade was made by Sheila. Linda seconded, and the motion passed. The sale will be held in the new pavilion. Details on pricing and logistics will be addressed at the April meeting. A reminder to save bags to donate and ask people to bring their own.

Building project updates: Wendy shared a drawing of the new door placement, which will be moved to address roof issues and allow for eaves to protect patrons waiting to enter. Work to be done Fall 2022. Wendy is very pleased with the progress working with Harlan on building issues.

Next meeting is planned to be in person – place TBD.

Meeting adjourned at 7:58 pm. (Sheila moved, Andy seconded, motion passed.)

Minutes submitted by: Helen Donahey

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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.