

Brownell Library Trustees

Meeting Minutes

Date: 10/17/23

Minutes submitted by: Ann Wadsworth

Brownell Trustees in attendance: Dottie Bergendahl, Linda Costello, Jeanne Grant, Christine Packard, Sheila Porter, Ann Wadsworth, Teen Trustee Gabrielle Stevenson

Brownell Staff in Attendance: Wendy Hysko, River West

Other Attendees: Tacy Lincoln, Annie Cooper (called in to meeting)

Meeting called to order at/by: 7:01 by Jeanne Grant

1. Agenda Changes/Deletions

Update all on new trustee process

Review of Snapshots from 10/4/23

2. Public to Be Heard:

Tacy Lincoln, member of steering committee on EJ strategic planning

Tacy asked the trustees to help by encouraging community members to fill out a survey on strategic planning. The library has hard copies of the survey at the adult and youth desks.

Residents can also sign up for attending a meeting on Nov 2 (5-8pm) and November 4 (9am-12) at the Champlain Valley Expo blue room to engage in conversation related to the survey.

Annie Cooper: Discussion about director's report to library trustees. Annie expressed support and appreciation of the library and concern about library report being redacted.

3. Announcements:

4. Minutes of Tuesday, September 19, 2023

Dottie moved to accept the minutes as written; Sheila seconded. Minutes passed.

5. Financial Report:

Checkbook: \$ 2134.76, CD \$ 2860.64

Sheila moved to acknowledge financial report; Jeanne seconded.

Financial report acknowledged unanimously.

6. Library Director and Staff Report

Discussion about patrons requesting assistance for clerical work.

7. Committee Reports

There are no committees.

8. Foundation Report:

Foundation met on 10/16/23. Book donations accepted this Saturday, October 21.

Train hop on 12/8/23, 5:30 – 8:00 pm

9. Old Business:

Jeanne hosted Vermont Humanities Snapshot on 10/4/23, but no one came.

FYE25 Brownell budget review

10. New Business:

Minute recorders:

November: Beth

December: Helen

January: Andy

February: Dottie

March: Christine

April: Sheila

May: Linda

June: Ann

Trustee position – Two interviewed by City Council last week, one interviewing on 10/25.

11. Adjournment

Sheila moved to adjourn at 8:35; Christine seconded. Meeting adjourned.

The 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.

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. ***

DRAFT