



DRAFT

**Board of Trustees Meeting Minutes
March 21, 2024
6:30 PM**

IN ATTENDANCE: Lisa Griswold, Emily DiGiulio, Sue Wade, Nick Hadden, Barbara Murphy, Patricia Bakir, Marti Sterin

CALL TO ORDER: 6:35 PM

INTRODUCTION

We did a round of introductions for the two new members, Barbara Murphy and Marti Sterin. By way of orientation, the new members were provided with some resource materials.

Since we are in the school, we have a joint meeting twice yearly which includes the Chair and Secretary of the Library Board, school principal, two School Board members, one Selectboard representative and both the school and community librarians.

There is trustee training at the Department of Libraries trustee website.

APPROVAL OF MEETING MINUTES, January 18, 2024: Moved to accept by Nick, seconded by Pat and approved by all members in attendance.

TREASURER'S REPORT

Update from Ashley on the current balance:

<i>Checking</i>	\$ 534.19
<i>Savings</i>	\$6782.92
<i>Childhood Literacy</i>	\$1614.39

Correspondence

Sue Wade received a letter from a Fairfax citizen thanking her for speaking about the library at Town Meeting. There was also another letter thanking the library for the reading and learning opportunities it provides.

ELECTION OF OFFICERS

Nominations were made, seconded and all voted yes for the following officers:

Chair – Lisa Griswold
Secretary – Patricia Bakir
Treasurer – Marti Sterin

Nick made a motion, seconded by Pat, to authorize Marti and Barbara to be the signatories for business accounts at the Union Bank. All voted Aye.

UPDATES

From the Librarians:

Grant funds: We received a \$10,000 grant from the American Library Association Libraries Transforming Communities Fund which focuses on improving accessibility. We will use the funds to go towards the purchase of new shelving which is needed and will be purchased after the school and library construction is completed. As part of receiving these funds, Sue Wade attended the four required online seminars about increasing accessibility which will help us to improve accessibility as part of the new configuration after construction. We also received a \$2,000 grant from Northwestern Counseling and Support Services for early childhood programming.

We have applied for an additional \$120,000 grant for new shelving as part of \$16 million that Senator Welch was able to get allocated for Vermont libraries. However, Sue is not hopeful that we will qualify for this, since they do not consider shelving as “capital costs”.

Sue is also writing a grant proposal for T-Mobile for up to \$50,000 for new shelving. (Estimates are from \$40,000 - \$80,000 for all new shelving needed for the library.)

Solar eclipse – April 8th – The library will close on April 8th. We have distributed solar eclipse glasses. Sue also suggested that we have a raffle for a telescope that can be used to safely view the eclipse. Barb moved, Nick seconded a motion to approve this activity, and all voted yes.

Programming – all is going well and has been continuing to increase over the last six months.

2024-2025 Budget: Our budget was accepted in the vote to accept the Town Budget. Lisa and Sue will also coordinate with the Town Treasurer to make sure that any required payments are made before the end of June, so we do not lose any of our 2023-2024 budget at the end of the fiscal year.

Early Literacy – Lisa is working on a new set of books now. As of Fall 2023, with the support of Generous Heart, we had distributed the following books:

- 1000 packets to 3–5-year-olds
- 1300 books to grades K-4
- 200 books to Grades 5-6 (a new program in 2023)

Lisa will reach out to the Trustees when it's time to put together the next set of packets.

TEMPORARY RELOCATION

Lisa provided an update on all options she and Sue had investigated for a temporary location from June through October while the school is inaccessible due to construction. This will be only for this year, 2024, and all work on the library and school entrance should be completed by the end of October. We are close to making an announcement and will provide the details as soon as an agreement is signed.

EXECUTIVE SESSION

The Trustees moved to Executive Session to discuss personnel and salary issues. The Trustees agreed on new arrangements because Emily DiGiulio is leaving at the end of April. Sue will now be working up to 30 hours a week, and Elizabeth 32 hours per week.

FINAL DECISIONS AND CLOSING

A motion was made and seconded and the Trustees voted to authorize Lisa to advise the Selectboard that we have made budget and personnel adjustments due to the emergency relocation.

There being no further business, the meeting adjourned at 9:15 p.m.

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