

Bradford Public Library
Bradford, VT 05033
Board of Trustees Monthly Meeting
April 11, 2019

Those who were present:

- Angela Conrad-Schlager
- Gail Trede
- Pam Johnson
- Tony Brainerd
- Brad Johnston
- Laura Lornitzo
- Larry Coffin
- Betsy Kane
- Monique Priestley

Year:

- 2021
Library Director
- 2020
- 2021
- 2022
- 2022
- 2021
- 2020
- 2022

Those not Present:

- Pete Richards Trustee Emeritum
- Eris Eastman Trustee Emerita
- Anna Slack Town Representative
- Dotti Unkles 2020
- Dee Chamberlain Town Representative

Meeting called to order by President, Tony Brainerd, at 6:30 pm.

P. Johnson motioned, B. Kane seconded, to approve the minutes of March 14, 2019. M. Priestley abstained, motion approved from all other members.

Treasurer's Report:

- A monthly operating report was sent via email to all BPL Board members
- Gifts and donations \$195
- Grant was reimbursement from interlibrary loan from the State of VT, and Granite United Way
- Money is still coming in from the 2018-19 Annual Appeal
- March big expense; subscriptions
- Paid for railing through the Capital Fund
- Generous \$2,160 in donations in memory of Shirley Conrad; money deposited into the Restricted Fund (Shirley's passing was included in the BPL newsletter)

B. Johnston motioned, L. Coffin seconded, to approve the Treasurer's report. Motion approved.

Library Director's Report:

- A monthly report was sent via email to all BPL Board members
- Gail is going on vacation; all hours covered
- Received a CLif grant; 2019 Summer Readers Grant
- Did communicate with Oxbow High School about their service day; Gail requested 6 students for the day. There is a need for BPL Trustees to be here on May 16th (9:00am-Noon) to supervise.
- New refrigerator in the office; some struggles with people getting into the downstairs refrigerator and closets which are not locked. Gail would like to leave the downstairs door locked (there have been a few issues) with a buzzer that can allow people in.
- Cameras: Tony Connor coming Tuesday at 10:30 to display his system and provide input. Tony and Betsy will be at BPL to meet him.
- Pod Cast Club went well

L. Coffin motioned, P. Johnson seconded, a motion to approve the Library Director's Report. Motion approved.

2019 BPL Committees: Community members can also serve on committees, except the Personnel Committee.

Fundraising:

- Betsy Kane
- Angela Conrad-Schlager
- Dotti Unkles
- Pam Johnson
- Monique Priestley

Grants:

- Tony Brainerd
- Bud Haas
- Betsy Kane
- Anna Slack

Buildings and Grounds:

- Laura Lornitzo
- Tony Brainerd
- Brad Johnston
- Bud Haas

Technology:

- Monique Priestley
- Tony Brainerd

Annual Appeal:

- Angela Conrad-Schlager
- Laura Lornitzo
- Tony Brainerd
- Pam Johnson
- Betsy Kane
- Dee Chamberlain

Personnel:

- Larry Coffin
- Tony Brainerd
- Angela Conrad-Schlager

Fundraising Committee:

- A. Conrad-Schlager; Lap for the Library event needs to be moved to Saturday, May 4th as there is a conflict with the Opening Day of Little League on the last Saturday of April. Sponsor sheet will be available during vacation week and emailed to all BPL Trustees
- C. Coffin is going to do plant sale the 1st weekend in June.
- T. Brainerd reminded everyone; Colatina night to fundraise for BPL (for June 29th)
Need to have Board members present and ideas of how to collect money and fundraise; maybe need to specify what fundraiser needed
 - o 50/50 Raffle

Annual Appeal Update:

- N/A

Technology:

- N/A

Buildings and Grounds:

- Tony has spoken with J. Fornwalt as there are issues with the walkway and access to the door downstairs; it appears that there are issues that remain to be fixed/completed
- THIS SUMMER:** Still need to build up and re-trench on the South side of the building
 - o Also need to cut down the knot weed; do not leave any cuttings, cut down the stock and pour vinegar into it.

New Business:

- * Received new insurance bill, about \$6,000; do we want to have a cyber security component? BPL Trustees felt this is not necessary at this time.
- * Video Monitoring system: estimates from companies, what company should BPL contract with and what type of system will work best for BPL

- * PRIORITIES STATEMENT: Tony emailed to the BPL Board Of Trustees, for the facilities grant that Bud Haas is working on for BPL; Tony asked for feedback in language and grammar
 - o L. Coffin motioned, M. Priestley seconded, a motion to approve the Priorities Statement with the amended grammatical and word use changes. Motion approved.

- * Brad and Dee put a letter together to try to raise money (\$36,000) on behalf of the library to buy the land of the Low Mansion; the idea is if BPL can raise the funds to buy the land then BPL will gift the land to the town and the land can be used as a parking area for BPL patrons. There are many questions and logistics to consider.
 - o Larry suggested approaching the Downstreet Housing Development and consider creating parking space for BPL patrons
 - o Should Brad and Dee reach out to the Bradford Select Board
 - o What are the tax obligations and potential tax deductions for financial contributors, liability for BPL, reality of the Town of Bradford taking over the land

- * Betsy is in the process of completing the historical brochure for BPL as there is more interest from visitors during the summer months.

- * LIFE magazines; Angela is going to borrow some of the magazines for her classroom and return them when the school year ends. Thank you!

B. Johnston motioned, P. Johnson seconded, a motion to adjourn. Motion approved.
Meeting adjourned at 7:46 pm.

The next scheduled meeting is May 9, 2019 at 6:30 pm.

Respectfully submitted by,

Angela Conrad-Schlager