

Bradford Public Library  
Bradford, VT 05033  
**BPL Board of Trustees Meeting Minutes**  
**April 13, 2017**

Those who were present:

Angela Conrad-Schlager	Year:
Tony Brainerd	2018
Dotti Unkles	2018
Pam Johnson	2020
Bud Haas	2020
Gail Trede	2019
Monique Priestley	Children's Librarian
Brad Johnston	2018
	2019

Those not present:

Eris Eastman	Trustee Emerita
Shirley Conrad	Trustee Emerita
Debra Tinkham	Library Director
Emma Gibbs	Town Representative
Larry Coffin	2019
Pete Richards	2020
Board Trustee Member	2020 (OPEN)
Town Representative	OPEN
Town Representative	OPEN

The meeting was called to order at 6:38 pm by President, Tony Brainerd. No quorum present.

Review of the minutes of March 9, 2017. No comments. P. Johnson motioned, B. Hass seconded, a motion to approve the minutes. All in favor with M. Priestley abstaining.

- Review if Board members need to be Bradford residents to be on the Board of Trustees.

Treasurer's Report:

- A monthly operating report was provided via e-mail along with Treasurer's notes.
- Grants: GMM ILL Courier \$180
- 16-17 Annual Appeal Received to 4/7/17: \$20,371 from 104 donors
- Planning Grant expense to 3/31/17: \$5693.61 5. VCF 2017 Maximum Distribution or Reinvestment ~ BPL \$6018 and Hyde \$800

- Capital Fund/Restoration includes \$50k CD Matures 9/10/17 @ 0.2% Children's Librarian, Asst Librarians, management Supplies, Promotion, ILL (Green Mtn. Messenger)
- Donations: Hannaford \$84, Misc \$281
- Ancestry.com renewed with RCTR Funds 3/15/17

Merchant's Bank was bought by a bank in NY. There is a desire to move BPL funds to Wells River Bank (a local bank). M. Priestley motioned, P. Johnson seconded, A motion to authorize the President, Treasurer and Secretary to open necessary accounts at Wells River Savings Bank on behalf of Bradford Public Library and to transfer funds from current bank account(s) at Merchant's Bank to Wells River Bank .

M. Priestley motioned, B. Johnston seconded, a motion to approve the Treasurer's Report. Motion approved.

#### **Librarian's Report:**

- A monthly operating report was provided via e-mail from the Library Director
- Oxbow students will be doing some spring cleaning at BPL as community service which will be a great time
- Louisa Linsley will be a welcome addition to the BPL staff helping in a variety of ways and she has much experience
- A lot of poetry events are happening currently
- Teen Club on Thursday's meeting at BPL (playing card games, etc.)
- Story Hour continues to be huge success; preschools are coming in bi-monthly

B. Johnston motioned, D. Unkles seconded, a motion to approve the Librarian's report. Motion approved.

**Question from Debra:** There are local residents who want to use the building when the building is not open at regular hours. M. Priestley is involved with the group who would like to access this space for practicing listening/empathy skills to hear peoples' voices. She is willing to be the Board member who can be present to if BPL Trustees choose to allow this.

- There are questions from the Board of Trustees and are seeking more clarity and some specific details.
- B. Haas motioned, B. Johnston seconded, a motion to approve in concept the idea of using the library during non-operational time, however the Board of Trustees would like to invite Jenn G. to join and provide more information at the May 11, 2017 meeting. Motion approved.

#### **Accessibility Grant Update:**

- There was communication between the BPL Board of Trustees (Bud shared with the Board) and Two Rivers Ottawaquechee Regional Commission.

- Meg from Historic Preservation Trust was willing to pursue getting access to the 3<sup>rd</sup> floor with a lift and down the road upgrade for access to the public
- The question is, if the Preservation Trust Easement Committee approves the conceptual plan completed by Black River Design, should BPL look into working with a fundraising professional to gather the necessary money needed for this extensive renovation project?
  - B. Johnston motioned, M. Priestley seconded, a motion to pursue the next steps in this process of completing the BPL extensive renovation project needed to complete ADA compatibility and updating (Phase 2 of the Planning Grant). Motion approved.

**Reminder about Recycling!** Larry will bring BPL recycling: Tony for March, Emma for April, and Shirley for May, Pam for June, Brad for July, Shelly for August, Angela for September, Monique for October, Tony for November, Bud for December.

**Fundraising:**

- **Memorial Day Book and Plant Sale:**
  - What shall we do for this year? Will we take a break this year?
  - Pursue new options; books, small amount of plants, bake sale?

P. Johnson motioned, B. Haas seconded, a motion to not have the BPL Memorial Day Plant and Book sale. Motion approved.

- Angela will be the Chair for the Fundraising Committee and will begin to pursue possible fundraising options. If any of the Trustees have ideas please pass them along to Angela.

**New Trustee possibilities:** a list of names was generated from Trustees. All interested people are invited to attend the May 11, 2016.

**WiFi password and access to the internet.** What should BPL be doing to deter people from access for too long of a time and/or inappropriate use? What is BPL's responsibility while allowing access for visitors? M. Priestley is concerned about liability and the slowing down of speed and access for patrons.

B. Haas motioned, M. Priestley seconded, a motion to adjourn at 7:52 PM. Motion approved.

The next scheduled BPL meeting is Thursday, May 11, 2017 at 6:30 pm.

Respectfully submitted by,  
Angela Conrad-Schlager