

Bradford Public Library
Bradford, VT 05033
BPL Board of Trustees Meeting Minutes
August 10, 2017

Those who were present:

<u>Those who were present:</u>	<u>Year:</u>
Angela Conrad-Schlager	2018
Tony Brainerd	2018
Pam Johnson	2020
Bud Haas	2019
Shirley Conrad	Trustee Emerita
Dee Chamberlain	Town Representative
Betsy Kane	2020
Dotti Unkles	2020
Larry Coffin	2019
Brad Johnston	2019
Monique Priestley	2018
Gail Trede	Children's Librarian

Those not present:

Eris Eastman	Trustee Emerita
Pete Richards	Trustee Emeritum
Debra Tinkham	Library Director
Laura Lornitzo	Town Representative

The meeting was called to order at 6:33 pm by President, Tony Brainerd.

B. Johnston motioned, D. Chamberlain seconded, a motion to approve the July 20, 2017 minutes. All voted in favor except M. Priestley abstained.

Treasurer's Report:

- A monthly operating report was provided via e-mail along with Treasurer's notes.
- Operating Fund balance includes \$495 overpayment to VT Dept of Taxes to be refunded.
- Masonry payments to Giroux as of 6/30/17 \$31,290.50, plus sidewalk repair due \$450
- 16-17 Annual Appeal \$20,571 transferred from restricted to Operating Acct 7/1/17
- Planning Grant expense to 4/30/17: \$5693.61
- VCF 2017 Income reinvested at VCF; BPL \$6018 and Hyde \$800
- Accounts/Funds still in Community Bank NA (new Merchants Bank).

- No decision on oil purchase as of 6/30/17
- Finance/Budget committee Meeting: 7:00 pm Wednesday, September 13, 2017 at Angela's house. Bud will send out an email to remind people. Volunteers are; Bud, Tony, Angela, Brad

B. Johnston motioned, D. Chamberlain 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
- New picnic table is AWESOME! Thank you Laura and Tony
- Maker's Club is doing great; do not have the band with for 6 computers to connect to the internet (a big problem). Troubleshoot, swap out router, get a booster, get a new modem, etc. Tony will communicate with the internet company.
- Summer Reading Programs and story hours are a huge success for kids that are not able to regularly access the library.
- Many things are happening and the library is a happening place this summer.

Holly requested wanting to do another book discussion group through the Humanities Council. Holly requests that Board members think of various topics for discussion.

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

Accessibility Grant Update:

- Moving ahead with our Fundraiser (Jill); contract was drafted by Kaitlyn, signed by Tony and Jill, and then contract was sent to the Town for signature.
- Jill has met with Larry (to discuss the Byrne Foundation and other possible foundations/groups/people that might BPL might approach to help with fundraising) and is meeting with Ted Unkles on Wed., 8/16/17 @3:00 pm at the Town Offices (Dee and Dotti can be there to meet with Jill and Ted)

Reminder about Recycling! Please recycle when you are assigned to. Thank you!

- Laura assigned August
- Angela assigned September
- Monique assigned October
- Tony assigned November
- Bud assigned December

Fundraising:

- Meetings will be scheduled for Annual Appeal group and Fundraising group

- Lap for the Library is in the works and will be advertised; paperwork will be ready by August 18. Lap for the Library is September 23, 2017 at 10:00 am.
- Larry has continued to sell some of the Baseball books and has netted \$250 for BPL. Also every time Larry writes an article for the JO, he earns a \$40 credit for BPL advertising. Angela will reach out to them for advertising the Lap for the Library. Larry suggests asking for a yearly statement of what credit is available.

Grants/Technology:

Building and Grounds:

- 2 slats are broken in one of the shades in the reading room. Can they be replaced and easily? Maybe take a slat from the bottom to replace the 2 broken ones. Maybe Valley Floors can be helpful in the repairing of the shades?

Old Business:

- Angela and Tony will communicate with Debra and Gail about scheduling times to meet to discuss Job descriptions for both and well as solicit details from both as to what they do in their positions.
- Debra asked earlier to have reduced hours for July/August and then would discuss if she would resume her regular schedule in September. Tony is meeting with Debra in few weeks.
- Dee asked if the library does something for Halloween; possible fundraising potential?
- Betsy has volunteered to help work on the BPL Newsletter; she will discuss with Debra and Gail how she can be helpful and how the Newsletter might work.
- LIFE magazine collection; still up in the attic and should be organized. There are local history teachers who are interested in accessing the collection. Maybe they and/or students can help organize. Angela would like to use for her classroom and will draft conditions for people to use/borrow the magazines.
- Shelf broke downstairs for the 2nd time; Mark Reinheimer volunteered to make new shelves and install them.

M. Priestley motioned, B. Johnston seconded, a motion to adjourn at 7:25 PM. Motion approved.

The next scheduled BPL meeting is Thursday, September 14, 2017 at 6:30 pm.

Respectfully submitted by,
Angela Conrad-Schlager

