

BPL Board Meeting Minutes

August 8, 2019

Present: Dottie, Pam, Diane, Larry, Laura, Brad, Tony, Monique, Gail
Guest: Bob Link(sp?) from Vermont Land Trust

Lowe & Huntington Properties

Brad, Diane, and Bob took a walk around the lot across the street. Bob works for the VT Land Trust out of the Champlain office. Bob covers Ryegate down. Bob works on helping to conserve forest/farm lands that are important to towns. Bob formerly worked for Upper Valley Land Trust. This project would be atypical for the VLT as it is smaller than they would normally deal with. They do work with towns on projects that are important such as sledding hills, parks, etc. VHCB (VT Housing & Conservation Board) does both affordable housing projects as well as conservation projects that might have a small community focus and Bob thinks they might be interested. The first step would be to have a formal appraisal done along with a case statement on why this land is important. VHCB does tend to give grant money with a 1/3 match. The big question is whether or not Honeywell (owner) is serious about selling. VT Land Trust most likely wouldn't get involved with a conservation easement. Brad said one thing that we need is a mockup/drawing of what the park might look like. Laura is going to ask her husband, Adam, if he might be able to help. Dottie reported that the building next door is on the National Historic Building Registry and is also affordable housing.

SAM Number

Tony reported that the SAM (Federal grant tracking) number is due to renew this September. He has a folder that says SAM on it and there's nothing in it. He thinks that someone offered to renew the number last year. He can see the password, but it wants to send a code to ***-***-8026. Need to figure it out by September 15th.

Computers from BES

Going to get 14 computers from BES that just need to be wiped.

Minutes of July 9th Meeting

Change: Betsy Kane was listed twice (no longer a board member)
Brad moved to accept. Pam seconded. Unanimously approved.

Treasurer's Report

Few things not listed:

Black River Design 1047.25, ~1400 (reimbursed)

Legacy Environmental Consulting ~1200 (reimbursed)

Tony reported that the consultants found that we have asbestos sprayed on the wood rafters downstairs. The architect said that there may be a way to leave it in place and seal it in (it's very thin). The bathroom downstairs has a very weak floor due to leaking. Charlie French came in and put in temporary flooring. The pressure of 100lbs and should be closer to 60lbs - had a pressure reducer put in. Also had a faucet replaced.

There is now access to water outside (but turned on inside).

Question from Laura: When do we create the budget for next year? Tony said somewhere close to October. Laura will most likely need to step down from the bookkeeping role at the end of this year and thinks that it's a big job for someone to do both treasurer and bookkeeper. Laura would be happy to stay on as Treasurer.

Brad moved to accept. Larry seconded. Unanimously approved.

Library Director's Report

Busy summer with great volunteers. Just had a recent story hour with 70+ people (oxen). Hampstead Theater and Caterpillar Lab were very well attended. Yesterday, Arvid installed the cameras. There is one more camera to install. Be sure to check out the new curiosity display.

Camera Policy

Larry: Executive Director -> Library Director. Administration & Staff -> Authorized Board Members & Staff.

Gail: Do we want to keep the data up to 30 days? (Will leave it in there for now.)

Arvid is working on setting the downstairs door to connect with the front desk buzzer.

Larry moved to adopt the video surveillance policy as presented with changes. Pam seconded. Unanimously approved.

Larry moved to authorize the President, Vice President, Secretary, and Treasurer with access to the video monitoring system. Pam seconded. Unanimously approved.

Gail reported that we need one more electrical outlet downstairs for one of the cameras.

Pam moved to accept the Library Director's Report. Brad seconded. Unanimously approved.

Gail shared that she has stepped down as school librarian at BES to focus on BPL and school. Betsy can continue on at the front desk, but can only work one day (4 hours less). Gail would like to add 4 hours to what she does in order to work with Betsy.

Laura: If 4 hours is deducted from what is allotted to pay the library assistant and moved to pay Gail, this would most likely be ~\$1200-1300 over budget. We are likely to be under budget on any other items.

Larry moved that we accept the proposal as outlined. Pam seconded. Unanimously approved.

Larry: Do the little libraries contain books that people would likely read? He was concerned about circulation.

Diane: She hasn't forgotten that she is assigned to repaint the little libraries.

No fundraising news.

Grants

Did get the final grant from the Vermont Council for the Arts. Asked for \$30,000. They gave us \$28,200. According to the estimates from the architects, we have enough money to proceed with the lift. Next step is for this to go out to bid. The architects suggest waiting since contractors are really busy in the summer (and bids would be high). Gail asked to review the plans for the lift. Larry suggested The Space On Main and/or local churches for moving programming during construction.

No technology news.

No building and grounds news.

Heating & Oil

Diane: Sent email from Downers and Steve Garrow to Tony with rates. Diane will check with Thompson and will have a list of all prices for next meeting.

Holly

Diane will buy a \$50 gift certificate to Colatina on our way over (with library petty cash)

Pam: Can we put a bucket of sand outside? Everyone would like a sign rather than bucket.

Brad moved to adjourn. Diane seconded. Unanimously approved 7:44pm.