

Bradford Public Library  
Bradford, VT 05033  
**BPL Board of Trustees Meeting Minutes**  
**August 9, 2018**

**Those Present:**

Bud Haas	2019
Larry Coffin	2021
Angela Conrad-Schlager	2021
Gail Trede	Library Director
Tony Brainerd	2021
Monique Priestley	2019
Betsy Kane	2020
Dotti Unkles	2020
Laura Lornitzo	Town Representative
Dee Chamberlain	Town Representative
Anna Slack	Town Representative

**Those Absent:**

Pam Johnson	2020
Brad Johnston	2019
Eris Eastman	Trustee Emerita
Shirley Conrad	Trustee Emerita
Pete Richards	Trustee Emeritum

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

D. Chamberlain motioned, A. Slack seconded, a motion to approve the minutes June 14, 2018 as corrected. Two minor corrections; grant is for \$750 and the expense is \$15, "excess solar credits to the library." Motion approved.

**Treasurer's Report:**

- A monthly operating report was provided for June and July 2018 via e-mail along with Treasurer's notes.
- Annual Appeal \$13, 3658 that was put into the operating budget for this year. \$15, 000 has been budgeted for next year.
- Line Items; increased to compensate Gail for summer work
- \$25 credit returned from credit cards
- 2 Endowment Funds; the Endowment Fund and the Francis Hyde Endowment

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

Treasurer Change Over: Bud is and will continue to work with Laura Lornitzo through the rest of the year.

B. Haas motioned, L. Coffin seconded a motion that it be resolved that the BPL Board appoints Laura Lornitzo as Assistant Treasurer for Bradford Public Library. This resolution authorizes Laura to access and sign checks for the BPL Community Bank accounts. This resolution also authorizes Laura access to all financial information regarding Bradford Public Library. Motion approved.

It is the intention of Bud and Laura that she will be prepared to assume all duties related to the Treasurer position by January 2019.

### **Committee Reports:**

#### **GRANTS:**

Did not get \$30,000 VT Us grant to help with the ramp and bathroom. Also applied for a \$90,000 Tax Credit grant and that was denied. Despite the denial, thank you Bud and Tony for all of your hard work!

- Tony and Bud are looking at 2 other grant opportunities for the bathroom work downstairs

#### **FUNDRAISING COMMITTEE:**

Don and Jen are set to perform at the Colatina on October 13, 2018 to benefit BPL. Colatina has also agreed to make a donation.

#### **TECHNOLOGY:**

Monique will look for some way to make Gail's job easier for posting information

#### **BUILDINGS AND GROUNDS:**

Do have money to build a ramp and entrance; Tony will be in contact with Jason Fornwalt

Balcony railing; Meg Campbell was here to inspect the building. Brad had been trying to work with her about meeting the insurance standards for the building. Her recommendation was to have an architect come and make some proposals for railings that would meet insurance and fire codes. Maybe consider a plexiglass railing?

During the really hot weather the sun pours in and generates a lot of heat; there is a need to get more window shades to block out the sun, and in the winter keep the cold out. Tony checked with Valley Floors and was given an estimate of \$2,000. Can get some from Aubuchon's for about \$300.

B. Haas motioned, B. Kane seconded that BPL buy shades from Aubuchon. Motion approved.

The rose bush has been rescued; Larry just needs some fertilizer.

The flowers that Angela and Arden planted were stolen out of the planter. It is unknown who took the flowers out of the front planter.

**GAIL IS HEADING BACK TO SCHOOL SOON:**

- Board wants to ensure that there is a plan from Gail for who is working in the library for the academic school year staffing for 2018-19.
- Angela will reach out to Gail about scheduling

**BETSY:** Looking to help build and support adult programming; summer seems to be more kid program centered. As we are moving into Autumn and Winter Gail has asked for ideas and Betsy is reiterating as the person who write the newsletter that we could use ideas for adult programs.

- How can we improve adult programs?
- What offerings of programs could we provide to adults in the community?
- It would be helpful for Board members to develop ideas of possible adult programs

**Library Director's Report:**

- A monthly operating report was provided via e-mail
- SCOOP Purchasing consortium ended July 30, 2018. In a new year if purchasing; extended to family and friends. Board members can use this; create your own account and the business is BPL.
- Website has been updated; take a look
- Publicity has been amazing and there has been an AWESOME turn out for programs this summer. Make the Christian Science Monitor.
- Gail presented a slide show highlighting all of the programs happening this summer at BPL. WONDERFUL! Thank you. Larry Coffin suggested that a similar video that includes adult programs be shown on town meeting day in March 2019.
- Book give-away program for the summer; will be drawn next week. Kids put in their names each time they come to the library on a sheet of paper into a box that will be drawn for prizes.

D. Chamberlain motioned, L. Lornitzo seconded, a motion to approve the Library Director's report. Motion approved.

**Other Business:**

- Bradford Historical Society has put together a collection of photographs by Phillip Ross Hastings; grand opening on Sunday, 8/12 from 2-4:00 pm.
- Keep Shirley Conrad in our thoughts; her prognosis is not good. She has been a valuable member of the BPL Board for decades and a generous donor.
- A lot of bound collections are stored upstairs including a family history file.

- B. Haas motioned, M. Priestly seconded an approval of a transfer of the family history file from BPL to the Bradford Historical Society. Motion approved.
- B. Haas motioned, M. Priestley seconded, that it be researched if we can add the bound editions of the VT History Quarterly to the BPL catalogue so that they are not lost upstairs in storage. Bus and Larry will look into this mystery as well as Betsy. Motion approved.

2018-19 Annual Appeal:

- Committee Members: Angela, Tony, Monique, Dee, Anna, Pam, Laura
- Meeting scheduled for August 17 @ 9:00 am.
- FORMAT; Letter with photos on the back, short and to the point on the front

L. Coffin motioned, D. Chamberlain, seconded, a motion to adjourn at 7:53 PM. Motion approved.

The next scheduled BPL meeting is Thursday, September 13, 2018 at 6:30 pm.

Respectfully submitted by,  
Angela Conrad-Schlager