

Bradford Public Library

Bradford, VT 05033

Board of Trustees Monthly Meeting

July 11, 2019

Those who were present:

Year:

- | | |
|--------------------------|---------------------|
| • Angela Conrad-Schlager | 2021 |
| • Dee Chamberlain | Town Representative |
| • Betsy Kane | Library Personnel |
| • Pam Johnson | 2020 |
| • Tony Brainerd | 2021 |
| • Brad Johnston | 2022 |
| • Betsy Kane | 2020 |
| • Dotti Unkles | 2020 |
| • Laura Lornitzo | 2022 |
| • Larry Coffin | 2021 |
| • Monique Priestley | 2022 |

Those not Present:

- | | |
|-----------------|---------------------|
| • Pete Richards | Trustee Emeritum |
| • Eris Eastman | Trustee Emerita |
| • Anna Slack | Town Representative |
| • Kerry Pendak | Town Representative |

Guests: Arvid Johnson, Bobette Scribner

Meeting was called to order by President, Tony Brainerd, at 6:34 pm.

Guest speaker, Arvid Johnson, to address questions and possibilities with a camera system and was asked to be part of the discussion regarding an alarm/camera system; wireless and other possibilities)

- Arvid looked at some possibilities that might be able to be connected to the WiFi network with a screen (a small tablet that can be somewhat obscure to patrons) at the Librarian's desk

- Concern about needing a password for the images so that no one else can access video information through the BPL WiFi
- Arvid has bought a camera to try out; There is the possibility for securing a password, hooking up to an ethernet cable,
- Looking at 2/3 cameras with the system Arvid is trying; located on utility room pointed towards the entrance, one in the room able to monitor the stairs
 - Cameras must be plugged in
 - Cameras are smaller and can be placed almost anywhere
 - Can add additional cameras if there is a need in the future.
- Data can be stored on the computer or can use an 8-G SD data card (can store a week's worth of video)
- There continues to be concern of theft or vandalism in the downstairs area as it is not possible for a librarian to be downstairs at all times
- Arvid suggests changing the buzzer time downstairs so that people do not hold down the buzzer unnecessarily.

Bobbette Scribner (BCDC); Spoke with Board regarding land for sale, regarding the white building next to the library. Possibility of a land trade where BCDC could exchange land for the white building. BCDC does not want the house and would only consider purchasing the white building if BPL would take over ownership of the white house and pay to have it taken down. She has some to the meeting to inquire what BPL Board members thoughts are.

- ❑ The BCDC intent is to turn the old firehouse into a museum, especially to honor the collections that firemen in Bradford have accumulated over the years.
- ❑ Approximately \$40-50,000 to tear down the building; then would need to determine the expense to build a parking lot in the area where the white house currently is.
- ❑ Will have to take into consideration Historic Preservation when tearing down the white house

A great discussion ensued; there are a lot of factors to consider. Should BPL reach out to the state of VT and/or the Historic Preservation to see if it is even possible to tear down the building and build a parking lot in the area. Who will be responsible for maintaining the property, ie. paving, plowing, litter, etc.?

D. Chamberlain motioned, P. Johnson seconded, a motion to approve the minutes of May 9, 2019. All voted in favor. M. Priestley abstained.

Treasurer's Report:

- A monthly Treasurer's Report was shared with the Board
- The Annual Insurance dues was paid;
- 6 months worth of library collection (buying books for the library) was made in one payment
- There was another donation to BPL in honor of Shirley Conrad (\$5,000 donated in Shirley's name)
- Filed 2nd quarter taxes; Filed for an extension on Annual 990 (due in November)
- Filed building insurance audit; will inform Board if there is a change to the annual premium.

P. Johnson motioned, M. Priestley seconded, a motion to approve the Treasurer's Report presented. All voted in favor.

Librarian's Report:

- Gail Trede emailed a July Treasurer's report to the BPL Board
- The ZOOKEEPERS annual benefit tour fundraiser will be at The Space on Main on Wednesday, July 17 at 7:00 pm.

L. Coffin motioned, L. Lornitzo seconded, a motion to approve the Librarian's report. All voted in favor.

Larry Coffin; Shirley Conrad's service, donation to the Library and Larry recommendation that BPL honor Shirley during the month of August 2019. The Board supports this idea and celebration. Larry will the following information for publication:

Recognizing Holly Young; way to thank her for her years of service at BPL; Angela will contact Holly to find out her schedule and when would be a good time for the Board to take Holly to the Colatina.

FUNDRAISING:

- Coffin Plant sale generated \$750; Angela will send a Thank You note to Carolyn for her efforts
- Coffins are happy to host a garden party fundraiser mid-June 2020. Coffins would host and Board members would help with refreshments.
- Dee was in charge of the Colatina fundraiser; was a good time and fundraiser selling tickets for the raffle. \$230 generated

Annual Appeal:

- ❑ Schedule a time for those who can meet next week; a discussion to continue in the same format and timeline of creating and distributing the Annual Appeal for the 2019-20 year
 - ❑ Laura and Angela will work on updating the donor spreadsheet
 - ❑ Tony advocated for using the 2018-19 letter with some updated information and pictures

Oxbow Community Service Day 2019: was not successful; feedback should be provided to Oxbow as there are concerns about how to proceed in the future. Both supervisor and students need to stay off of their phones, students required a lot of direction and motivation. There seemed to be too many kids that were idle and not working.

Old Business:

- ❑ Brad Johnston provided an update to the information regarding the property where the old Lowe mansion was located; the owner made mention of wanting \$100,000.
- ❑ Grant update provided by Tony; received a letter from the state of VT, grant funds are at \$22,500. There is an opportunity to have local businesses receive tax credits in supporting a grant for BPL.
- ❑ Heating oil for the 2019-20 Winter; Board member needs to talk to suppliers for prices. Used Downers out of Haverhill which went very well. Should BPL also contact Thomson Fuels or other local companies?
 - ❑ John Hathaway currently services the BPL boiler
 - ❑ On average BPL used 1500-1600 gallons per winter to heat the library

Trustee Emeritae: at what point does someone become Emeritas/Emeritus. B. Johnston motioned, D. Unkles seconded, a motion to have Bud Haas listed as a BPL Trustee Emeritus. All voted in favor.

L. Coffin motioned, P. Johnson seconded, a motion to adjourn at 8:13 pm. All voted in favor.

Next scheduled Board of Trustees meeting is Thursday, August 8, 2019 at 6:30 pm.

Respectfully submitted,

Angela Conrad-Schlager

