

Bradford Public Library
Bradford, VT 05033
Board of Trustees Monthly Meeting
March 14, 2019

Those who were present:

◦ Angela Conrad-Schlager	2021
◦ Gail Trede	Library Director
◦ Pam Johnson	2020
◦ Tony Brainerd	2021
◦ Brad Johnston	2022
◦ Dotti Unkles	2020
◦ Laura Lornitzo	2022
◦ Dee Chamberlain	Town Representative
◦ Anna Slack	Town Representative
◦ Larry Coffin	2021
◦ Betsy Kane	2020

Year:

Those not Present:

• Pete Richards	Trustee Emeritum
• Eris Eastman	Trustee Emerita
• Monique Priestley	2022

Meeting called to order by President, Tony Brainerd, at 6:30 pm.

L. Coffin motioned, P. Johnson seconded, to approve the minutes of February 21, 2019.

* After discussion, no changes were made to the BPL Trustee Meeting schedule. Motion approved

Treasurer's Report:

- ☐ A monthly operating report was sent via email to all BPL Board members
- ☐ Income/expense ratio still not great but is not unusual for this time of year. Check from the Town of Bradford and the disbursement from the Hyde Fund. BPL doesn't get money from the town until after the Town Meeting in March.
- ☐ Reimbursement check from the town of Bradford
- ☐ March will show a big credit card payment
- ☐ Annual Appeal total (2018) \$10,775, (2019) \$1280

B. Johnston motioned, L. Coffin seconded, to approve the Treasurer's report. Motion approved.

Library Director's Report:

- ☐ A monthly report was sent via email to all BPL Board members
- ☐ **REQUEST** by Gail for Spring clean-up. Listed in Report.
 - Brad Johnston has volunteered to bring in joint compound to fix minor dings in walls that Gail is willing to spackle onto walls
 - Trustees can paint walls
 - OXBOW COMMUNITY DAY: request that Oxbow volunteers wash windows again
- ☐ Little Libraries around town need to be repainted; Dee Chamberlain has volunteered to complete this project.
- ☐ Holly attending the LUV (Libraries of the Upper Valley) meeting
- ☐ New volunteer, Denise Shannon
- ☐ Summer Reading is SPACE; Gail inviting families to promote literacy
- ☐ Program attendance has been phenomenal; an honor for presenters who offer their time for free and is a great community builder
- ☐ Tax service is going OK; maybe not as many people accessing help this year
- ☐ March 27th; Sexual Child Abuse training presented by Prevent Child Abuse Vermont

L. Coffin motioned, B. Kane seconded, a motion to approve the Library Director's Report. Motion approved.

2019 BPL Committees: Community members can also serve on committees, except the Personnel Committee.

Fundraising:

- ☐ Betsy Kane
- ☐ Angela Conrad-Schlager
- ☐ Dotti Unkles
- ☐ Pam Johnson
- ☐ Monique Priestley

Grants:

- ☐ Tony Brainerd
- ☐ Bud Haas
- ☐ Betsy Kane
- ☐ Anna Slack

Buildings and Grounds:

- ☐ Laura Lornitzo
- ☐ Tony Brainerd
- ☐ Brad Johnston
- ☐ Bud Haas

Technology:

- ☐ Monique Priestley
- ☐ Tony Brainerd

Annual Appeal:

- ☐ Angela Conrad-Schlager
- ☐ Laura Lornitzo
- ☐ Tony Brainerd
- ☐ Pam Johnson
- ☐ Betsy Kane
- ☐ Dee Chamberlain

Personnel:

- ☐ Larry Coffin
- ☐ Tony Brainerd
- ☐ Angela Conrad-Schlager

Fundraising Committee:

- ☐ A. Conrad-Schlager; Lap for the Library event on the last Saturday of April.
- ☐ M. Priestley; Colatina night to fundraise for BPL (try for June 29th)
- ☐ Carolyn Coffin has Hostas that need to be potted and she needs help to pot them. She and Larry are willing to host a plant sale to benefit BPL.
- ☐ Gail suggest a BINGO night; other areas have had huge success. Need a location but seems like a doable fundraiser. Maybe The Space in Main?

Annual Appeal Update:

- ☐

Technology:

- ☐ Machines (computers) will likely need to be updated in the near future
- ☐ Betsy has been scanning some of the old documents to ensure BPL has a digital history
- ☐ Betsy has been working on creating a historical document for people to use as they tour BPL

Buildings and Grounds:

- ☐ The railing is in!!!!
- ☐ Lights (Christmas lights) are still on the Tree near the ramp entrance. When the snow melts more
- ☐ Brad expressed a concern that the concrete may not be slanted properly and might need to be reconstructed.
- ☐ There is still work that needs to be done on the ramp
- ☐ There was flooding in the young adult room; drainage must be redone this summer

New Business:

- **REMINDER;** We are in need of a new trustee. A well-qualified, interested person is who we need. Gail will reach out to a few people.
- **Video monitoring system;** All Board members agree that having video cameras is a good idea. There is concern about privacy of patrons. Some libraries refuse to use video cameras, others find them useful.
 - **Important to have** a good policy and to post that there are video cameras in use.
 - **Now that people can come into the downstairs** there is a need to know who is downstairs and if there are people downstairs at the time of closing, often when there is only one librarian/volunteer present.
 - **Safety** is a big concern; reinforces Board's desire to have security cameras.
 - Video footage would be recorded for a determined amount of time. That time can be determined by Board and Librarians.
 - \$2,000 for 4 cameras
 - Moving Forward; Get bids from 3 companies for 4, 6 cameras and equipment, Gail will consult with other libraries, begin to develop ideas for a BPL Security Video policy.

B. Johnston motioned, P. Johnson seconded, a motion to adjourn. Motion approved.
Meeting adjourned at 7:50 pm.

The next scheduled meeting is April 11, 2019 at 6:30 pm.

Respectfully submitted by,

Angela Conrad-Schlager