

Bradford Public Library
Bradford, VT 05033
BPL Board of Trustees Meeting Minutes
May 18, 2017

Those who were present:

Angela Conrad-Schlager	Year: 2018
Tony Brainerd	2018
Dotti Unkles	2020
Pam Johnson	2020
Bud Haas	2019
Monique Priestley	2018
Brad Johnston	2019
Debra Tinkham	Library Director
Larry Coffin	2019
Emma Gibbs	Town Representative
Shirley Conrad	Trustee Emerita

Those not present:

Eris Eastman	Trustee Emerita
Pete Richards	2020
Board Trustee Member	2020 (OPEN)
Town Representative	OPEN
Town Representative	OPEN

Guests: Jenn Grossi, Holly Young, Betsy Kane, and Laura Lornitzo

The meeting was called to order at 6:33 pm by Larry Coffin in place of BPL President and Vice President.

Guest Speaker: Jenn Grossi would like to use the library on Tuesday nights, on a weekly basis (6-10 people per week), for community people to gather to discuss diversity and a variety of topics concerning current issues that incorporate diversity. There is a website that provides the mission. Discussions go beyond politics; to help all practice speaking and listening without filters. Holly is assuming responsibility for getting Jenn and the group into the building (6-8 pm). The Listening Project.

Guests: Laura Lornitzo and Betsy Kane, attended as possible new Board members. There was discussion as to what the Board needs from new Board members.

Minutes of April 13, 2017 with the correction of "life" to "lift." D. Unkles motioned, P. Johnson seconded a motion to approve the minutes.

- Review if Board members need to be Bradford residents to be on the Board of Trustees.

Treasurer's Report:

- A monthly operating report was provided via e-mail along with Treasurer's notes.
- Grant from the State of Vermont for summer programs (\$200)
- Annual appeal
- Asked Perry Oil to fill up the oil tank. In good shape for oil expenses. Need to make a decision about where we are going to buy oil for the 2017-18 year for pre-buy. Does BPL consult with a fuel club? Who does BPL contract with for maintenance of the furnace/issues related to furnace? Need to decide what BPL will do by June/July 2017.
- Donations: Bradford UCC snacks \$250, Misc \$195
- 16-17 Annual Appeal received to 4/7/17: \$20,571 from 106 donors
- Planning Grant expense to 4/30/17: \$5693.61
- VCF 2017 maximum distribution or reinvestment: BPL (\$6018) and Hyde (\$800)
- Capital Fund/Restoration includes \$50K, CD matures 9/10/17 @ 0.2%
- Bank switch to WRSB waiting to see how new bank performs
- Oil tank full; for 2016-17 winter used 1174 gallons (spent \$2675)

B. Johnston motioned, M. Priestley seconded, a motion to contact John Hathaway as a potential maintenance person for the furnace. All approved

It was also decided that BPL should contact the oil club mentioned (Laura contributed that Suburban is also a potential energy source).

B. Johnston motioned, P. Johnson 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
- Debra inquired as to the Board's liking of how she sends out the monthly report; all Board members are satisfied.
- Oxbow High School students were at BPL and did a great job for community. Students also brought 6 boxes of LIFE magazines for BPL to use.
- VSAC meetings are at BPL
- Poetry Circle is out and about; Brown Girl Dreaming in the VT Humanities book for the summer of 2017

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

Use of the library by others: What are Board members thoughts?

- Dotti voiced that she supported the idea but felt that a Board member or a BPL employee
- Debra and Bud supported the use if people have partnered with BPL in the past

B. Haas motioned, B. Johnston seconded, a motion to give approval for the Listening Project to access the library on Tuesday's 6-8 pm with the provision that there be a BPL staff member or Board member to be present during this gathering time. BPL Board will review in July. Motion approved.

Accessibility Grant Update:

- Consultant and town have been fully paid
- Now need a consultant who will help with the multi-thousand fundraising
- Have received a response from Molly ____, and Bud and Tony feel that BPL should get 2 or more proposals for a fundraiser/consultant to compare. Kaitlyn and Two Rivers have mentioned that they would be willing to help find viable people.

B. Haas motioned, P. Johnson seconded, a motion to seek two or more consultants using Kaitlyn and Two Rivers to help in this process. Motion approved

New Board Members: Tonight visitors are interested in being on the BPL Board

M. Priestley motioned that Emily would be a Trustee and that Laura Lornitzo's name be sent to the Bradford Selectboard as a Town Representative. Motion approved.

Committee Reports:

Annual Appeal: Angela Conrad-Schlager will be chairing this committee and organizing the 2017-18 Annual Appeal. Bud and Angela met in April to go through all of the past Annual Appeal information. Discussion was had about reaching out to BPL patrons through email to get the information out about the Annual Appeal.

Fundraising:

- Angela will be chairing the Fundraising committee
- There are a number of possible ideas: Golf tournament, Lap for the Library, is it viable to have a fundraiser during the Labor Day weekend
- Pam, per Peter; are we interested in a Craft Fair to benefit BPL (late September/Early October), Scott Johnson might be interested in putting on a one man play and would BPL like to sponsor him?
- Fundraising Committee members: Dotti Unkles, Pam Johnson, Angela Conrad-Schlager and anyone else who would like to join.

Debra asked if we are still getting money from Hannaford? Is it possible to continue this? Angela will contact Hannaford.

Buildings and Grounds:

- There is a need to have a serious attack on the Japanese Knot weed on the top of the bank to allow for water to flow without flooding the lower portion of BPL.

Reminder about Recycling! Larry will bring BPL recycling: Pam for June, Brad for July, Laura for August, Angela for September, Monique for October, Tony for November, Bud for December. (At LEAST twice a month).

New Business:

B. Johnston motioned, M. Priestley seconded, a motion to designate Peter Richards as a Trustee Emeritus with thanks for the many years of contribution to the library. Motion approved.

- A new Vice President will be determined at the June meeting

Bud provided: the Board should think of a succession plan for the Library Director and the Children's Librarian. What would their wishes be? Reestablish the Personnel Committee.

Debra suggests: every year that the BPL Committees refresh and make sure that people want to remain on committees

Bradford Fair Association: possibility of having a booth at the Fair to represent BPL. Monique will ask if there are any charges associated. Debra mentioned that there is also music in the park this summer; BPL could potentially have a table set up during these events.

Fiber optics; is this anything that will be coming to Bradford soon to increase the predictability of WiFi. There are a lot of unknowns.

B. Johnston motioned, P. Johnson seconded, a motion to adjourn at 7:38 PM. Motion approved.

The next scheduled BPL meeting is Thursday, June 8, 2017 at 6:30 pm.

Respectfully submitted by,
Angela Conrad-Schlager