

Bradford Public Library
Bradford, VT 05033
Board of Trustees Monthly Meeting
May 9, 2019

Those who were present:

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

Year:

Those not Present:

• Pete Richards	Trustee Emeritum
• Eris Eastman	Trustee Emerita
• Anna Slack	Town Representative
• Laura Lornitzo	2022
• Monique Priestley	2022
• Larry Coffin	2021

Guest: Kerry Pendak

Meeting called to order by President, Tony Brainerd, at 6:37 pm.

D. Chamberlain motioned, P. Johnson seconded, to approve the minutes of April 11, 2019. Motion approved.

Treasurer's Report:

- A monthly operating report was sent via email to all BPL Board members; including notes to provide more information to Board members as requested:
- **Notes:**
 - \$1,776 received under "Grants" was reimbursement from Town for railing project (Tony pointed out that the money from the Town is not a grant)
 - \$2000 gift was from Clint & Bonnie Swift in memory of Shirley Conrad
 - \$97.87 for Telephone is actually phone AND internet; need to determine exact breakdown for future
 - Maint & Repairs is \$51.99 for trash and \$370.17 for Walters Electrical Service (motion light)

- Programs Adult is \$300 for graphic design work for Poemtown and \$47 for Copies & More
- Capital Restoration expense for Apr was \$2,670 to Vermont Country Iron for railing balance; offset by town grant
- Large credit card payment of \$2,733.24 that I still need to itemize (several months of charges) - at least half is heating oil.
- Quarter 1 taxes paid and reconciliation forms filed.

B. Johnston motioned, P. Johnson 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
- Gail provided a DRAFT policy, Digital Video Surveillance Policy. A discussion ensued. Gail wanted Board to review the portion in the policy that covers law enforcement. Discussion about patron's privacy, where monitors will be located. Gail will send a digital copy of the DRAFT to the Board for editing suggestions.
- Holly Senecal is the new Little Libraries librarian.
- BPL is in need of 1-2 volunteers for the summer season
- Wanting a new display for the Curiosity Corner; any ideas?
- Poem Town was a great success
- Gail reviewed the list of upcoming events

P. Johnson motioned, D. Chamberlain seconded, a motion to approve the Library Director's Report. Motion approved.

Out of the Blue Donations:

- Joyce Amici; \$50 donation to honor her father (Jack Wakefield)
- Michael and Audrey Conrad; \$2500 donation in honor of Shirley Conrad

Resignation of Holly Young; submitted her resignation. Betsy Kane is interested in fulfilling the position that Holly has resigned from. D. Chamberlain motioned, P. Johnson, a motion to accept Holly Young's resignation with regret and sincere appreciation.

- Betsy spoke to her desire to take the position recognizing that if she did so she would have to resign from the Board.
 - Betsy Kane submitted a formal letter requesting a leave of absence from the Board to take on the part time position at BPL. She asks that her position on the Board be revisited at the September 2019 meeting.
 - B. Johnston motioned, P. Johnson seconded, a motion to accept Betsy Kane's leave of absence from the Board until further review at the September 2019 Board of Trustees meeting. Motion approved.

- BPL will organize a way to celebrate and honor Holly Young's years of service; Angela Conrad-Schlager will host a party at her house and will reach out to Holly to see if either June 8th or 15th are viable dates for a party.

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:

- Lap for the Library; thus far has generated \$340
- Larry and Carolyn Coffin are selling plants over Memorial Day weekend; if BPL members want to donate plants to sell that could benefit the library.
- June 29th: Fundraiser at the Colatina for BPL. What are plans? Run a 50/50 raffle? Scratch tickets in a picture frame that people can bid on?
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Annual Appeal Update:

- Begin organizing in July 2019
 - Laura and Angela have ideas how to organize lists for patrons/donators

Technology:

- N/A

Buildings and Grounds:

- Oxbow students will be here for their community service day; there are a variety of things for students to do (windows, screens, clean the blinds in the reading room, wash down dust on doors, sweep outside walk ways, clean the registers, etc.)
 - Need rags, Windex, buckets, soap, rakes, brooms
- Flowering Crab tree; needs to be cleaned up and pruned. Gail will write to the Town Tree Warden and see if he is able to prune the tree.

New Business:

- Should be hearing back about grants (USDA and Vermont Council for the Arts) within the next few weeks
- Video monitoring system; need quotes from remaining companies. Betsy and Tony met with a gentleman from St. Albans company, Conner Communications, Inc. about cameras; the quote was \$3173.49. Is there an ability to have wireless cameras? Josh Allen from Alarmco provided a quote of \$2500 (which does include outside cameras).
- Dee Chamberlain looked into the Lowe Mansion lot across the street from BPL; Dee and Brad Johnston have a vision of BPL buying the land and having the Town of Bradford take ownership. Dee spoke with the VT Land Trust and was given a list of things to do to proceed.

D. Unkles motioned, P. Johnson seconded, a motion to submit Kerry Pendak's name to the Bradford Selectboard as a Town Representative to serve on the Board of Trustees of the Bradford Public Library. Motion approved.

B. Johnston motioned, P. Johnson seconded, a motion to adjourn. Motion approved. Meeting adjourned at 8:15 pm.

The next scheduled meeting is June 13, 2019 at 6:30 pm.

Respectfully submitted by,

Angela Conrad-Schlager