

Bradford Public Library

Bradford, VT 05033

Board of Trustees Monthly Meeting

October 10, 2019

Those who were present:

Year:

- | | |
|--------------------------|------------------|
| • Angela Conrad-Schlager | 2021 |
| • Tony Brainerd | 2021 |
| • Pam Johnson | 2020 |
| • Brad Johnston | 2022 |
| • Dotti Unkles | 2020 |
| • Laura Lornitzo | 2022 |
| • Larry Coffin | 2021 |
| • Gail Trede | Library Director |

Those not Present:

- | | |
|-------------------|-----------------------------------|
| • Pete Richards | Trustee Emeritus |
| • Bud Haas | Trustee Emeritus |
| • Eris Eastman | Trustee Emerita |
| • Dee Chamberlain | Town Representative |
| • Kerry Gudlewski | Town Representative |
| • Anna Slack | Town Representative |
| • OPEN SEAT | 2022 (Monique Priestley resigned) |
| • OPEN SEAT | 2020 (Betsy Kane resigned) |

Guests: None

Meeting was called to order by President, Tony Brainerd, at 6:35 pm.

Tony wanted to mention Thank You notes from the Conrad Family (Shirley Conrad).
Thank You note from Holly Young.

L. Coffin motioned, D. Unkles seconded, a motion to approve the minutes of September 12, 2019. All voted in favor.

Treasurer's Report:

- ☐ A monthly Treasurer's Report was shared with the Board
- ☐ September was an uneventful financial month
- ☐ \$15,600 reimbursement from the Town of Bradford paid out to Fornwalt Construction out of the Restoration Fund.

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

Librarian's Report:

- ☐ Gail Trede emailed an October Librarian's Report to the Board of Trustees
- ☐ Should we publicly thank Fornwalt Construction Co. for their work? Thanks for all of the attention to detail.
- ☐ VSAC is going to come to BPL and conduct a forms night in October 23rd.
- ☐ Consistently been busy with programs and have been well attended
- ☐ Guest Speaker in alignment with The March, from VT Reads; Jim Lemkin regarding helping register Black Americans in the 1960's (Wed, 10/16)
- ☐ We need help with the TECHNOLOGY COMMITTEE; Pam will ask Arvid Johnson if he is available to help.
- ☐ Requests for Microsoft Word; BPL does not currently have a computer with the program. Can we get some computers that have MS Word?
- ☐ Thank you to Brad Johnston for putting up the NO SMOKING signs.

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

Letter read by Tony Brainerd; Betsy Kane will not serve in the Board any longer as she will be a paid employee at BPL. P. Johnson motioned, L. Lornotzo, moved to accept Besty Kane's resignation letter with thanks for her years of service on the BPL Board of Trustees. All voted in favor.

FUNDRAISING:

- ☐ L. Coffin wants to invite all Board members to attend a Potting Party in early April 2020 to pot plants for a 2020 plant sale. Larry requests that someone bring a truck load of soil to pot plants with
- ☐ Begin planning BINGO night; a winter fundraiser (end of January/beginning of February). Cash Bar/Wine? Food?
 - ☐ Determine location (The Space on Main)3
 - ☐ 50/50?

Annual Appeal:

- ☐ Letters are ready to be written by Trustees
- ☐ **Please bring addressed letters TO THE LIBRARY and Angela will pick them up to put postage on and mail out. Please have letters back NO LATER THAN October 24th. Send Angela an email when your letters are ready.**
 - ☐ Laura and Angela will work on updating the donor spreadsheet
 - ☐ Please list any extra names and addresses that Trustees write AA letters to; will add to the master list

Other Business:

- ☐ **Budget Committee** needs to meet to discuss the 2020 Operating Budget. October 24th at 5:30 pm.
 - ☐ Request needs to be into the Town by November 1st.
 - ☐ \$57,000 requested for 2018 and 2019; a conversation has ensued as to what to request and how to substantiate the request to the Town of Bradford
 - ☐ There are MANY technology needs within the upcoming year at BPL; maybe \$3,000 in a separate line item
 - ☐ BPL has absorbed a large number of unsupervised children and adolescents with increases costs
 - ☐ Library is absorbing need from this entire community; need for printers, PC computers with MS Word, internet with upcoming census

Old Business:

- ☐ **BPL is in need of 2 new Trustees; Who do we know?**
- ☐ **Need to have an IVY PULLING Party; need to remove from the NE portion of the BPL building**
 - ☐ **Get into the Bricks and Mortar and can damage the building**
- ☐ Bookkeeper proposal from last meeting; is no longer a possibility of Susan working as a bookkeeper for BPL. Does not have the time to take on anything else right now. There is some question if Susan will be available to help Laura in the Treasurer position in the future.
 - ☐ Is there another bookkeeper available?

Trunk or Treat (October 31): Gail wants to do it again this year and is looking for someone to volunteer with her.

B. Johnston motioned, P. Johnson seconded, a motion to adjourn at 8:00 pm. All voted in favor.

Next scheduled Board of Trustees meeting is Thursday, November 14, 2019 at 6:30 pm.

Respectfully submitted,

Angela Conrad-Schlager