

Bradford Public Library

Bradford, VT 05033

Board of Trustees Monthly Meeting Minutes

DATE: September 16, 2021

Those who were present:

Year:

- | | |
|--------------------------|---------------------|
| • Gail Trede | Library Director |
| • Angela Conrad-Schlager | 2021 |
| • Tony Brainerd | 2021 |
| • Larry Coffin | 2021 |
| • Brad Johnston | 2022 |
| • Dee Chamberlain | 2022 |
| • Arvid Johnson | 2023 |
| • Dotti Unkles | 2023 |
| • Elaina Vitale | Town Representative |
| • Jill Baron | Town Representative |
| • Sean Fleming | Town Representative |

Those not Present:

- | | |
|------------------|---------------------|
| • Eris Eastman | Trustee Emerita |
| • Laura Lornitzo | |
| • Pam Johnson | |
| • Bud Haas | |
| • OPEN SEAT | Town Representative |

Meeting called to order at 6:37 pm by President, Angela Conrad-Schlager.

Elaina motioned, Sean seconded, a motion to approve the minutes of July. All voted in favor. Dottie motioned, Tony seconded minutes of August. All voted in favor (Dee abstained).

Public Comment: n/a

Treasurer's Report:

A monthly Treasurer's report was submitted to the Board via email-

- ☐ Recent financial donations made

- Schedule Budget Committee Meetings for 2022 Budget (Jill or Angela will send two sets of dates via email for two meetings)
- Upcoming annual expenses
- Jill notes \$845 cost in bookkeeper line item for month of August--has Karen submitted hours but didn't previously this year? Follow up with Laura.**

Brad motioned, Sean seconded, a motion to approve the Treasurer's Report. All voted in favor.

Library Director's Report:

- The Library Director emailed an extensive Librarian's Report report to the Board of Trustees. Gail adds not receiving a grant to replace Awe Literacy computer station and is seeking funds elsewhere. Sean will help look for funds. Gail announced a new volunteer starting today with previous library experience. Circulation numbers are great and up all around; ILL in particular is booming. Special event - Festival of Leaves. Gail met w/ LGBTQ state rep and is seeking funds for 75 copies of "[We contain multitudes](#)" and will host community discussion moderated by rep from state.

Arvid motioned, Dee seconded, a motion to approve the Library Director's report. All voted in favor.

Committee Reports

Buildings and Grounds:

- Air ventilation; UPDATE from Tony, Brad, Sean (report and recs coming from engineer next week)
- Other - knotweed? No information. Should be addressed now that knotweed has blossomed. Discuss at October meeting.

Fundraising:

- 2021-22 Annual Appeal planning
 - Schedule Annual Appeal Committee meetings (Jill or Angela will reach out to schedule)
 - Set up online payment option -- this is a priority. Possible options: <https://www.paypal.com/us/non-profit/fundraising/fundraising-online>
<https://kindful.com/blog/best-online-fundraising-platforms/>
 - Timeline of Annual Appeal roll out
 - Look of 2021-22 Annual Appeal letter and critical information
 - Think of new people in community to contact w/ AA info; compile all contacts in spreadsheet

Technology: n/a

Grants: n/a

Old Information/Topics:

- Little Libraries discussion (Gail is repainting LLs)
 - Parks and Recreation Response to request

New Information/Topics:

- Possibility of purchasing property across the street for parking and outdoor events w/ new funds coming to town. Would support town parking needs as well. Angela will send request letter to Board members for edits as a google doc by **Sunday evening**.
- Tony made microfilm digitization request for Trotter files (\$89 expenditure); Tony moved that Trotter files be digitized; Arvid seconds.
- Jill - public mural; possibility of BPL as fiscal partner

Other Business to come before the Board of Trustees

- COVID and CDC updates; current recommendations and plans moving forward
 - Masking required for time being; if weather allows, story hour will be held outdoors.

Arvid motioned, Tony seconded, a motion to adjourn. All voted in favor. Meeting adjourned at 8:00 pm.

Next scheduled Monthly Board of Trustees meeting is scheduled for Thursday, October 13 at 6:30 pm.

Respectfully submitted by,

Elaina Vitale
Bradford Public Library Board Secretary