



# Bradford Public Library

127th Annual Meeting of Board of Trustees

**Meeting Date and Time:** Thursday, January 13, 2022 @ 6:30 pm

**Those who were present:**

**Year:**

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


**Those not Present:**

- |                  |                 |
|------------------|-----------------|
| ● Eris Eastman   | Trustee Emerita |
| ● Pam Johnson    |                 |
| ● Laura Lornitzo |                 |

Meeting called to order at 6:32 pm.

**Agenda Review/Amendment(s) to Agenda:**

**Review and approve minutes of:** January 14, 2021

 BPL 2021 (1/14) Annual Meeting Minutes

Tony moves, Larry seconds, approving the minutes from January 14, 2021. All voted in favor.

**Election of Trustees for 3 year term:**

- Brad Johnston (2022)
- Laura Lornitzo (2022)
- Dee Chamberlain (2022) - Not continuing - Open Seat
  - Brad moves to nominate Jill Baron to transition from town rep to elected member, term expiring in 2025. All voted in favor.

**Library Director's 2021 Annual Report:** Dottie moves, Elaina seconds, motion to approve the 2021 Annual Report. All voted in favor to approve the report.

**Treasurer's 2021 Operating Report:** Arvid moves, Brad seconds. All voted in favor to approve the 2021 Treasurer's report.

**Review of Important Documentation:**

There exists for the BPL Woods library building, "...a historic preservation easement co-held by the Vermont Housing and Conservation Board and the Preservation Trust of Vermont that covers the exterior facades and significant interior features of the structure."

ENDOWMENTS: BPL has two Endowment Funds at the VT Community Foundation.

2a. About 10 years ago the Library transferred its original endowment to the VT Community Foundation. It is called the Bradford Public Library Endowment Fund.

2b. In 2015 the Library received a \$20,000 bequest from the Frances Hyde estate. The bequest allows the Library Trustees to use, as they see fit, 80% of the annual income of the bequest. The remaining 20% of the annual income is to be added back to the original \$20,000 capital. In August 2015, the Trustees established the Frances P Hyde Nonprofit Endowment Fund at the Vermont Community Foundation by transferring the \$20,000 to the Foundation. Each year the Library must direct the reinvestment of 20% of the Annual Income back into the Frances P. Hyde Fund.

2c. In 2020, the Library received a bequest from Marcia Pierce Estate of \$50,000. It is anticipated that when the RD (USDA) Grant reimbursement is received, that at least \$30k of that bequest will be invested in the Bradford Public Library Endowment at the VCF.

MOISTURE METERS: There exists in the basement two Moisture meters connected to the Internet which report moisture levels behind the cabinets on the west (South Main St) side of the basement. These meters are a requirement of the Preservation Trust,

holders of the Lien on the building, following the drainage/water infiltration work accomplished in 2020.

The BUILDING PLANS for the construction work conducted in 2020, including the installation of the Lift and the Accessible Bathroom are located in a marked tote box in the attic of the library.

Tony Brainerd and Laura Lornitzo have the 2 keys to the Merchant's Bank safety deposit box. Tony will then give Angela his key.

2022 update: \$30k was invested in the endowment fund from the Marcia Pierce Estate and \$20K was used to pay cost overages on the 2020 Renovation project.

- Historic Preservation easement
- Endowments
- Moisture Meters
- Building Plans
- Community Bank safety deposit box keys

### **Adjourn**

Tony moves, Larry seconds to adjourn the annual meeting. All voted in favor.

**The next meeting is:** Annual Meeting (nomination and election of Board members) and Monthly Board of Trustees meeting (election of officers), Thursday, January 12, 2023.