

Bradford Public Library

Bradford, VT 05033

DRAFT Board of Trustees Monthly Meeting Minutes

DATE: September 8 2022

Those who were present:

Year:

- | | |
|--------------------------|---------------------|
| ● Gail Trede | Library Director |
| ● Jill Baron | 2025 |
| ● Tony Brainerd | 2024 |
| ● Angela Conrad-Schlager | 2024 |
| ● Arvid Johnson | 2023 |
| ● Pam Johnson | 2023 |
| ● Brad Johnston | 2025 |
| ● Laura Lornitzo | 2025 |
| ● Dotti Unkles | 2023 |
| ● Elaina Vitale | Town Representative |
| ● Sean Fleming | Town Representative |

Those not Present:

- | | |
|----------------|------------------|
| ● Larry Coffin | 2024 |
| ● Eris Eastman | Trustee Emerita |
| ● Bud Haas | Trustee Emeritus |

Meeting called to order at 6:32 pm by President, Angela Conrad-Schlager.

D. Unkles motioned, T. Brainerd seconded, a motion to approve the minutes of August 2022. All voted in favor.

Public Comment: n/a

Treasurer's Report:


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

- T. Brainerd motioned, B. Johnston seconded, a motion to approve the Treasurer's Report. Arvid asks about overages in insurance and heating fuel lines. We got a \$10k donation from Harriet Pratt-Peterson fund which will reflect in the September budget. Can we have Larry send a thank you? All voted in favor.

Library Director's Report:

- The Library Director emailed an extensive Librarian's Report report to the Board of Trustees.
- A. Johnson motioned, B. Johnston seconded, a motion to approve the Library Director's report. Arvid wonders how our visits have changed over the years—are we up compared to years past? Gail adds: she made a directional handout for new visitors (contains info about building and artwork). Spanish class is very popular (waitlist)! Gail is investigating the possibility of having bus number 6 stop at the library with parents' permission/note which would allow her to do after school programming for elementary school students one day a week. All voted in favor to approve the Director's report.


STRATEGIC PLANNING for BPL (next 5 years)

- Review ideas from July meeting
- Prioritize ideas
-  Strategic Plans~ Future plan for BPL (2022-2027)

ARPA Federal Funds:

- Does BPL want to submit an application?
 - Parking area - benefits not only the library but also the community. Can also tie in library's strong broadband and the fact that neighbors come here to use broadband. We have good language in our [appeal draft](#) with some room to grow. We do need a ballpark number (we can ask town clerk or listers for the assessed value of the land).
 - Air Ventilation (presented to Selectboard) - support for with Selectboard
 - Initial proposal due end of September; detailed application due in November. Can we submit more than one?
 - Writers: Jill, Elaina, Angela & Gail – > cost and estimates: Sean & Brad

Annual Appeal:

- Next steps for the Annual Appeal Committee
- 2021-22 Annual Appeal Deposits  AA Deposits

- An anonymous donor has come forward and proposed a matching program up to 10k if AA makes up to 3k.
- Jill will schedule a time to meet for our AA next steps.

Committee Assignments 2022: **Committee Assignments:2022**

- Budget**
 - Meeting to begin 2023 Budget (Thursday, 9/15/22 at 6:30)
- Buildings and Grounds:**
 - When the weather gets cooler we have some tree removal plans!
- Fundraising & Annual Appeal:**
 - Dr. Munson's items yard sale, \$350
 - See above
- Communications and Marketing:** n/a
- Personnel:** n/a
- Policy and Procedure:**
 - Set date for next committee meeting sometime in November
- Grants:** n/a
- Technology:** printer estimates; do we have to opt in to service at time of purchase? Can we buy without monthly service fees? Arvid moves deferring final decision to Technology subcommittee, Sean seconds; all vote in favor.

Old Information/Topics:

- Heating Fuel for 2022-23 Winter–Tony surveyed local providers and provided prices for 2022-2023 heating oil prices. Brad moves that we proceed with Dead River, Laura seconds, all vote in favor. Thank you Tony for researching! Tony will follow up with Dead River & Shadow Valley.
- BPL Board Member Contact Information & Emergency Contacts**

New Business/Information:

- BPL Gathering (rescheduled); Saturday, September 24 @ 4:00 PM
 - Angela's House: 289 Cross Road, Bradford (potluck)

Other Business to come before the Board of Trustees

- COVID and CDC updates; current recommendations

E. Vitale motioned, T. Brainerd seconded, a motion to adjourn. All voted in favor.
Meeting adjourned at 7:57 pm.

Next scheduled Monthly Board of Trustees meeting is scheduled for Thursday, October 20 at 6:30 pm.

Respectfully submitted by,

Elaina Vitale
Bradford Public Library Board Secretary