

Bradford Public Library

Bradford, VT 05033

Board of Trustees Monthly Meeting Minutes

DATE: July 13, 2023

Those who were present:

Year:

- | | |
|--------------------------|------------------|
| • Gail Trede | Library Director |
| • Jill Baron | 2025 |
| • Tony Brainerd | 2024 |
| • Larry Coffin | 2024 |
| • Angela Conrad-Schlager | 2024 |
| • Sean Fleming | 2026 |
| • Arvid Johnson | 2026 |
| • Brad Johnston | 2025 |
| • Dotti Unkles | 2026 |
| • Denise Shannon | 2026 |

Those not Present:

- | | |
|------------------|-----------------------------|
| • Eris Eastman | Trustee Emerita |
| • Bud Haas | Trustee Emeritus |
| • Elaina Vitale | Town Rep. (Maternity Leave) |
| • Laura Lornitzo | 2025 |

Meeting called to order at 6:35 pm by President, Angela Conrad-Schlager.

Arvid motioned, Tony seconded, a motion to approve the minutes of June 8, with minor corrections, which Angela will make. All voted in favor.

Larry moved to move New Business, particularly on health and safety issues as the first topic of conversation.

New Business/Discussion Topics:

The health and safety of our staff and patrons are our current most pressing concern.

Gail presented to the select board just prior to the BPL meeting. Gail updated the Select Board on recurring incidents happening at the library & on library property. No follow up questions were asked by the Select Board.

We need to follow up with the Select Board.

Gail bought gloves for cleaning and picking up refuse outside. The library staff is disinfecting daily. Blood, vomit, and needles have been found on the front steps. Someone is using the pages from the little library books as toilet paper, leaving feces and book pages on the steps and grounds of the library.

Gail left a message for the town police on Friday. Russ responded to her on Tuesday. He stopped by on Wednesday. Russ has since been driving by and sending people away. Patrons have voiced concerns that “Junkies are hanging out at library”. Sean reported that Kilton Library is experiencing the same thing.

Dotti will talk to Michelle & Alex regarding library concerns and see if they are willing to interview Gail and write an article so that the town is made aware of what the library is now dealing with.

Gail worried some may do damage to the building. There are pellet holes in the sign outside. A suggestion was made to install security cameras. Jill motioned to investigate installing outdoor security cameras, Denise 2nd. There is a need to consider all issues. Legal – there is no presumed privacy, identify and refer to law enforcement. All voted in favor of investigating various types of security cameras, cost, etc., with the exception of Brad who abstained. Arvid & Angela will research. Angela will talk to Josh Allen.

We now have individuals spending the night on library grounds, such as, the area around the picnic table, front steps, etc. Inside bathrooms are used by patrons and non-patrons alike during the day. The library has an outside water & power source. Patrons are now calling Gail & Angela about the homeless camping out at the library. Some have started to voice that they are afraid to come to the library. Larry suggested we shut off the water, wifi, and outdoor power source for 2 weeks. Brad voiced to keep the water on. How many bad actors. Up to 3 repeats.

Town has no porta-potty. People are living in tents on Memorial Field. Jill-stated that she felt that this was a town issue. Talk to the town regarding a porta-potty. She expressed concern regarding cutting off outdoor services at the library.

Will Russ continue to watch?

What are possible options?

Suggestions/Discussions:

Issue a letter of trespass, give 2 weeks before a referral is made to the town police. Explain why they can't live on library grounds.

Concerns were voiced about what will happen when someone is approached. We have no legal authority over anyone. Town/police need to be the ones to issue a letter of trespass or ask someone to leave.

We also don't want to put staff at risk cleaning up human waste. Gail-we need paper towel dispensers for people to use for clean-up. She found someone washing their dishes in the down stairs sink. Gail has found suboxone wrappers on the premises.

Next Steps:

Investigate outside cameras.

Dotti will reach out to Michelle & Alex at the JO regarding an interview and article.

Angela will draft a letter to the Select Board about placing a porta-potty in Bradford, identifying possible locations such as Boch Park or Denny Park (at the parking lot level).

Put the letter of trespass on hold.

Brad motioned that we give Gail discretion to turn off wifi, as well as, outside power and water at night. Tony seconded. All voted in favor with the exception of Sean & Jill who opposed.

Treasurer's Report:

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

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

Annual appeal in the red- (Runs from January –December). Expenses that we did not budget for have been funded by grants. Gail has gotten a number of specific activity grants. We have not expended the \$20,000 ARPA grant.

Library Director's Report:

- The Library Director emailed an extensive Librarian's Report to the Board of Trustees.

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

Old Business/Discussion Topics:

Committee assignments

Budget

Fundraising

Personnel

Policy & Procedure

B & G Air ventilation plans have begun

Apply for grants in the fall

Schedule Annual Appeal

Gail received 2 reach-outs from the VT humanities-how can they help regarding any water damage we may have received from the flood.

Arvid suggested we consider a new air conditioner, one that we could leave in year round and that used a third less electricity.

Front light is out again. It may be shorting out. We need an electrician to check it.

Brad motioned, Tony seconded, a motion to adjourn. All voted in favor. Meeting adjourned at 7:48 pm.

Next scheduled Monthly Board of Trustees meeting is scheduled for Thursday, August 10 at 6:30 pm.

Respectfully submitted by,

Dotti Unkles
Bradford Public Library Board Secretary