

Pierson Library Board of Trustees Minutes - DRAFT
March 18, 2021 7pm.
Conference Call

Attendees: Kevin Unrath (Director). Trustees: Lisa Merrill, Alex Nalbach, Charlotte Albers, Becky Jewett, John Boscia, Jane Osborne McKnight

Call to Order 7:02pm

Approval of Agenda

Charlotte moved to approve agenda, Becky seconded; all voted in favor.

Public Comment – none.

Approval of Minutes

Lisa suggested two minor edits. Becky moved to approve minutes as modified, Charlotte seconded; all voted in favor except Jane who abstained since she was not present.

Treasurer's Report

Alex presented bank balance showing activity for the month. There is an uncashed check to Pop Color (payment for notecards); Charlotte says business was sold to Paw Print and Mail, she'll follow up with Alex and try to sort out the payment.

Director Update

Budget is tracking well. Expenses for materials is a little ahead of schedule. Building enhancements are ongoing, Royal Glass installed the magnetic hold-open door on March 6th on the second floor. Foyer painted bright green with thanks to Becky, orange rug added to seating nook. Reconfigured community room, two more picture book bins, larger storytime area. Wendy's Book Nook is done, new seating areas for teens and young adults, and more plants around library. Town safety rep is Bob Lake. Lisa or Kevin will invite to next board meeting.

Becky, Alex and Kevin met with digital media specialist Misuk Weaver (formerly with Shelburne Museum) who will refer board to coders for a redesign and will provide estimates on work. They also met with Megan Camp at Shelburne Farms about building strategic alliances.

The Pierson Library News column is now running weekly in the Shelburne News with Kevin providing content to editor Jessie Forand. Some edits to library website, survey has been added to home page.

Library Circulation

Lisa and Kevin shared graphs of data from July 2017 to Dec. 2020 showing circulation activity over this time period. Busiest periods are July-August. Analysis of media usage helps with procurement. Lisa can provide data to board in January and July moving forward so board can see priority funding areas.

Strategic Plan Update

Becky and committee have been working hard on the strategic plan. Initial conversations with Shelburne Farms and Shelburne Museum, both are open to joint programs and sharing resources. Met with a digital media specialist about website and getting referrals for website coders. This week Kevin sent out a survey to 900 email contacts; she will evaluate responses over the coming week. Survey results will help inform planning for programs and services.

Trustee Openings

Lisa thanked Jane for five years of service. There are eight candidates and two openings. Alex made a motion to specify that minutes reflect the board entering Executive Session, Jane seconded, all voted in favor. Jane moved to enter Executive Session at 8:30pm, Alex seconded, all voted in favor. Jane moved to exit Executive Session at 8:59pm, Alex seconded, all voted in favor. Two possible dates for interviews are March 25th or March 30th; Lisa will confirm date and Kevin will coordinate a zoom call with a waiting room to allow for confidentiality. The goal is to have two nominees to present to the Selectboard for approval in April.

Other Topics

Alex and husband Marc have an opportunity to make a major gift to the library. He would like money to go toward funding the strategic plan initiatives especially marketing. Details of how the money might be gifted are still to be worked out.

Next meeting is April 15th.

Becky moved to adjourn the meeting at 9:02pm, Alex seconded; all voted in favor.

Conference Call:

MEETING INFO

Personal Meeting ID (participants will need this to call or log in from their Zoom Account): 403-319-7524

Meeting Password: 454903

Call in phone number: (415)762-9988

URL to log in to the

meeting: <https://zoom.us/j/4033197524?pwd=WXFYTUJTZkMvdUIHWFpScStGR2dwdz09>