

## Pierson Library Board of Trustees Minutes

May 16, 2019

7:00 PM

### Town Offices

In attendance: Trustees: Ruth Hagerman, Lisa Merrill, Laureen Mathon, Barb Comeau, Jane McKnight Ribollini, Cathy Townsend (arrived 7:45 pm), John Boscia (arrived 7:50 pm)  
Library Director: Kevin Unrath

1. Call to Order at 7:05 PM
2. Approval of Agenda - Lisa moved to approve agenda, Laureen seconded, motion approved unanimously.
3. Approval of Minutes of April 18, 2019 – Jane moved to approve minutes, Lisa seconded, motion approved with Barb abstaining as she was not in attendance at April meeting.
4. Public Comment - None
5. Treasurer’s Report – Barb presented report. There is not a lot of activity to report.
6. Director’s Report – April visits were down, but circulation was up. A very positive news story was featured on Local 22/44 television regarding the library and town hall project. Outreach to preschools and to senior living communities continues and will keep going through the end of May. At that point children’s staff will focus on Summer Reading and adult staff on the upcoming move. After operations are up and running in the fall, outreach will continue and potentially expand to include homebound delivery, depending on the resources available.
7. Project update – Solar project is now being discussed by the Selectboard and we are not those negotiations are being done in Executive Session. Move date is not set although hoping end of July. It is dependent on elevator company. A professional moving company will be used and will be looking for volunteers as well. Temporary space lease is valid until September 14<sup>th</sup>. We are looking to have an opening celebration in August, maybe coordinate it with Shelburne Days on August 17<sup>th</sup>?
8. Attendance at VDL Trustees and Friends Conference May 21, UVM Davis Center – Kevin invited anyone who is interested to register and attend this conference.
9. Annual working group assignments (*suggested or previously volunteered*)
  1. Budget draft: Review with Trustees (October). *Director and Chair*
  2. Annual Campaign: Giving Tuesday (November). *Treasurer*
  3. Annual Review of Director: (Discuss June, Review with Trustees in August)  
*Lisa/Jane/John*
  4. Shelburne Day: (mid-August). *Hold off for now – do not need to have booth, have library open*
  5. Draft wording for bequests/memorial gifts: (August). *Director, Ruth*
  6. Art in new building Phase 1– Including Murals (May to Sept): *Director, Cathy, Barb*
10. Discuss space use in Library and Town Hall-- Kevin and Jane circulated a draft document

regarding the joint scheduling of library and town spaces. Discussion ensued about what is best way to manage these spaces.

11. Discuss alcohol policy with regards to item 10 - This discussion is being postponed for now until Item #10 is resolved.

12. Next meeting, **June 20 2019**

13. Laureen moved to adjourn the meeting at 8:47 PM. Barb seconded. Motion approved unanimously.