

## Pierson Library Board of Trustees Minutes (Draft)

April 18, 2019

7:00 PM

### Town Offices

Trustees: In attendance: John Boscia, Cathy Townsend, Lisa Merrill, Jane Mcknight Ribollini, Laureen Mathon, Ruth Hagerman

Library Director: Kevin Unrath

Public: Mike Hoey, Local 22 News

1. Call to Order 7:03 PM
  2. **\*Approval of Agenda** – Jane moved to approve agenda as presented, Lisa seconded, motion approved unanimously.
  3. **\*Approval of Minutes of March 21, 2019** – Lisa moved to accept the minutes with one change – item numbering needs to be fixed as there are 2 #2's and instead of motion approved unanimously it should be stated more clearly that Barb abstained and motion was approved with 5 ayes and one abstain. Cathy seconded. Motion approved unanimously.
  4. Public Comment – No comments from public.
  5. **\*Election of Officers** -- Jane moves to approve slate of officers of Barb - Treasurer, Laureen – Secretary, Ruth – Chair , Cathy seconded, Motion passed unanimously.
  6. Review of 2019 Shelburne Conflict of Interest Ordinance as updated in 2019. A copy was emailed to board members prior to meeting and all have reviewed it.
  7. **Treasurer's Report** – The only financial activity in March is interest income. The Community Loan Fund deposit is still outstanding, but will be put into the Trustee's account shortly.
- Discussion of coordination of Friends and Trustees fundraising efforts.
- Trustees have traditionally had an annual insert in Shelburne News in December. In the last year, we have also done fundraising in November – Giving Tuesday (National) and in May – Vermont Gives . These are 2 Statewide/National efforts. Should we continue with these or should the Friends continue it?
- If Trustees are raising funds, what is the goal? Discussion of fundraising this May for “extras” that were cut from budget. Kitchen appliances, blinds, artwork for new library would be needs that could be addressed through our fundraising. Technology would be another extra needed for Town Hall. We could also build an endowment for building maintenance. We should combine our annual insert in Shelburne News with the Giving Tuesday this fall rather than have 2 separate fundraisers.
8. **Director's Report** – Usage of e-readers is up. Increase in attendance at youth programs (over 100 more attendees), can be partly attributed to increased preschool outreach in last few months. AJ is revising the volunteer handbook as we anticipate increasing number of volunteers once new building opens. We will be adding Saturday programming for children in new building for ages 2 -9

year olds. Also going to do a “Second Wednesdays” program based on the Vermont Humanities Council “First Wednesdays” programs where they subsidize speakers, film screenings, etc.

9. **Project update** – Committee has finalized the selections of fabrics and colors for furniture. Betsey Dempsey helped with color selection so we have a unified look throughout the new building. The slate siding is going up this week. Town Hall is almost done. HVAC work is still continuing. Lisa, Kevin and Alice Winn have formed a “move back” committee in anticipation of an early August move in date. Cathy has given many tours of the building including to Charlotte Albers, landscape designer who sees a beautiful vision for the landscaping, to artists who see the walls as a blank canvas and to others who are all moved by this new building and its potential for the Town. Donor recognition is being planned for areas inside of the building.

10. **Policy manual review** – discussion, no vote taken as this wasn’t listed as a discussion item

**policy 8.1 and Appendix F, #3.**—Review of library policy manual, specifically the sections pertaining to personnel policies.

11. Next meeting, **May 16, 2019**

12. Meeting adjourned- Laureen moves to adjourn at 8:45 pm, Lisa seconded, Motion passed unanimously.