

Pierson Library Board of Trustees Minutes
May 21, 2020 7pm.
Conference Call

Attendees (all via conference call)

Kevin Unrath (director)

Trustees: Lisa Merrill, Charlotte Albers, Jane Ribolini, Alex Nalbach, Becky Jewett, Cate Cross, Eliza Brooks (student member).

1. Call to Order 7:03pm
2. Approval of Agenda – Charlotte moved to approve agenda, Jane seconded; the board voted all in favor.
3. Public Comment – none.
4. Approval of Minutes – Cate moved to approve minutes of April 16, 2020, Becky seconded, all voted in favor.
5. Approval of Minutes – Cate moved to approve minutes of Trustee Training on May 5, 2020, Becky seconded, all voted in favor.
6. Treasurer’s Report – Alex reports a balance of \$23,000. He will contact Town Finance Director Peter Frankenberg to get his signature approved. Alex asked about revenue from EV car charging station going into the Trustee account, what monies go into this account; Lisa will put the topic on a future agenda for further discussion.
7. Modification of Policy Manual – The modification for room rental to match the Town policy section 5.3 was delayed as John Boscia was unable to attend the conference call to present his report.
8. Director’s Report – Kevin reviewed his monthly update. Alex asked about program publicity; library staff will make more frequent program listings on Front Porch Forum and social media.
9. Re-Opening Library – Kevin shared the Phased Reopening Plan Draft which outlines five stages the library will take to reopen. According to Town Manager Lee Krohn all town staff will be expected to work regularly and fully on May 26. Guidance from State Health Department will dictate re-opening. A limited opening is likely; masks will be required, with no more than 64 people at a time in the building. Public announcements will be made via Pierson Library website, email newsletters, The Shelburne News, and social media. Door signs will also be posted.

10. Town Budget Impacts – Kevin assumes budget cuts are likely, says Selectboard may be asking all departments to trim budgets. He projects to cut Sunday hours, freeze staff pay increases, and possibly cut supply costs.

Allocation and Task Review – Trustees are asked to help with various tasks. ~~For Director Review, Jane volunteered to work on Director Review and will contact John to help. Lisa will ask John if interested to help her.~~ For Art Selection: Alex, Charlotte, and Eliza. Fundraising: Alex. Volunteer gift cards: Becky and Lisa. Town budget: Becky, Cate. Shelburne Day: Eliza. Community/Marketing/Advocacy: Cate. Updates to policy manual, By-laws and Strategic Plan: Lisa, Becky.

11. Lisa suggested we delay Item 7 until next month. Jane made a motion to approve, Alex seconded, all voted in favor.

12. Becky moved to adjourn the meeting at 8:40pm, Alex seconded; the board voted in favor.

Meeting by 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=WXFYUJTZkMvdUIHWFpScStGR2dwdz09>