

Minutes - Grand Isle Free Library
Monday October 8, 2018

I. Meeting call to Order: 6:30

Board members present: Karen Allen, Colleen Bushway, Howard DeMars, Glenda Leake, Kate O'Neill

Community Members present: Deb Bedrin, Leslie Desrosiers, Carolyn McCray, Fay Chamberlin

II. Friends of Grand Isle Library update:

On November 6th the Friends of the Grand Isle Library will sponsor a bake sale at the town office. A sign-up sheet will be posted on the desk at the library for people to sign up to bring baked goods.

Carolyn and Deb attended the South Hero Trustees meeting where Keegan and Annie Brabazon mentioned that there is a new Director for Rural Libraries in the state. Deb asked if she could come talk to both libraries about how other communities are consolidating. Karen states that, "we want everyone to have all available information."

Keegan was planning to call the new director, Joy about this.

This would be a combined meeting for both towns. One of the Friends had suggested that the meeting also be open to the general public.

Deb Bedrin stated that what the Friends group want is what is best for Grand Isle.

Joy will contact Karen about this meeting, Karen and Ken will choose a mutually agreed upon date to be held, perhaps at the school for space needs.

The Book Sale in July raised \$780.00. This was down from previous years. There is a new member of the Friends Group who has ideas for promoting the book sale next year.

The next Friends of the Grand Isle Library meeting is scheduled at the Community Room in the Grand Isle School at 6:30 October 23, 2018. They will give future dates to Rhonda, the Grand Isle Free Librarian and she will add them to our library news.

As we discussing the future of the library, Karen spoke about the update from the Planning Commission and Select Board about the old Fire Station Building. The Planning Commission requested funds to do conceptual drawings. The Select Board has approved \$8,000.00 for this in the hopes that drawings be available for display on Election Day, November 6th. The drawings will be for general purpose.

III. Secretary's Report:

(a) Copies of the Minutes from the June 29, 2018 meeting were available, allowing time for the board members to review and comment. Colleen moved to approve the Minutes as

written; Kate seconded. Howard abstained from voting; motion passed by the other four board members.

- (b) Copies of the Minutes from the August 13, 2018 meeting were available for the board members to review and comment. Glenda moved to approve the Minutes as written; Karen seconded. Passed unanimously.
- (c) Copies of the Minutes from the September 17, 2018 meeting were available for the board to review and comment. Kate moved to approve the Minutes as written; Howard seconded. Passed unanimously.

IV. Treasurer's Report:

The library has received the Town Appropriation. Colleen will be meeting with Melissa to get her accounting of the library funds. There was a question regarding the amount of funds in the library checkbook as of end of fiscal year 2017/2018. Karen suggested that Colleen provide an accounting of the checkbook amount as of June 30, 2017 with summary of the sources and uses through June 30, 2018 to confirm that all items were reflected. Howard made the motion to accept the Treasurer's Report with the expectation of the fiscal year 2017/2018 summary. Karen seconded. Passed unanimously.

With regard to revising the bank signature cards, Colleen has signed the account at Community Bank and now Melissa needs to sign.

V. Librarian's Report:

Rhonda is planning to have a Halloween Party during story time on October 31st. There are also plans in the works to decorate cookies with the storytime group to celebrate the holidays.

Story time continues to be an active time and Rhonda is very busy with a lively group of children; Glenda volunteers to help with other patrons Wednesday mornings and attendance is up significantly.

Rhonda has asked if there is any offsite storage, Karen will ask the Selectboard if the Annex has room upstairs for storage.

There were questions regarding the Library's use of the Methodist Church – such as whether there is a fee for its use; could the upstairs be used, etc. Glenda will consult with Fay Chamberlin on those questions as she is involved with that Church.

Town Plowing- in general, the plow comes through in the morning and is not able to swing back through until its entire route has been completed. There will be a sand bucket outside and it is up to the librarian to sand/salt the walkway.

We would like to do something to somehow secure the library trash can(s) and make that area a bit neater and more attractive. It was suggested that we might purchase a cabinet to contain the bins. Howard will discuss possible options with Brad Sheridan since the town is responsible for removing the trash.

It had been suggested that putting out and taking in the "Open" flag can sometimes be a bit dangerous, especially in the evenings where sunset is early. We will have a trial period of not putting the flag through the fall and winter months; we will monitor and take note of any feedback from patrons and possibly re-examine the issue next spring.

VI. New Business:

- a) VLCT Town Fair- Colleen and Glenda attended and received some good information. Statistics only need to be kept for 5 years. Colleen will go through the paperwork and discard whatever can be discarded.

Glenda attended the “we’re all in this Together” discussion regarding the relationship between the Library Trustees and the Selectboard; her conclusion was that we were working well together.

Social Media and the Open Meeting Law: board members can participate electronically provided they have a strong and clear connection and remain on the call for the entire meeting. Reminder that with emails, we cannot reply to all as it could be considered an unwarned meeting.

- b) Vault clean up- Colleen will work with Rhonda on cleaning out the vault. Since Rhonda is now the new Library Director, we will look to her for direction on what she would like to be kept and what discarded/removed. There was a discussion of previous Town Reports, Fay Chamberlin suggested that we keep 1 copy and that they be bound together as they will take up much less space.
- c) General Housekeeping:
- The board discussed the possibility of adding a privacy statement to the bottom of e-mail correspondence. Karen provided a sample and the board members may choose to incorporate it or not.
 - Substitute Librarian policy – Rhonda will alert the board when she needs to have a day off and it will be up to her to contact the available subs to find out their availability and determine who will sub for any particular day. Rhonda will maintain a fair distribution to allow for everyone to have an opportunity to substitute.
 - Colleen mentioned that the person hired to clean the library had taken August off but has not returned. She will ask if the town is having the same issue and inquire as to how it is being addressed.
 - Rhonda had said that she may not be comfortable having a library credit card in her name. Colleen will speak with Melissa about alternative options.

Howard moved to adjourn the meeting at 8:45 pm. Glenda seconded the motion; passed unanimously.

The next meeting of the library trustees will be a budget meeting to be held on Monday, November 12th at 6:30 pm.

Respectfully submitted,
Kate O’Neill
Secretary