

Grand Isle Library Board  
10 Hyde Road  
Grand Isle, Vermont

Meeting Minutes  
August 13, 2018

I. Call to Order 6:30 pm

Board Members Present: Karen Allen, Colleen Bushway, Kate O'Neill

Library Director present: Rhonda Richard

Community Members present: Leslie Desrochier, Deb Bedrin, Carolyn McCray, Howard DeMars, Lucille Campbell, Michael Inners, Glenda Leake

II. Investigative Committee Report:

Glenda Leake presented the Library Board with a completed report from the committee that was formed in January to explore the feelings of the Grand Isle townspeople with regards to the library.

There was a survey conducted with the following results:

137 people wanted to combine with another library.

111 people wanted to remodel an existing town structure

90 people wanted to build a new structure in Grand Isle

All feedback was included in the report. This report is available at the library for patrons to view.

The engineer has completed his study of the old Fire Station (at no cost to the town) and feels the building is structurally sound.

The planning commission has stated that the Library will be the next priority after the Town Garage.

There was an article in the Islander with the survey results but Glenda will need to confirm that it provided accurate information. If not, perhaps the results could be published again, accurately.

III. Secretary's reports:

Michael Inners brought to our attention that posted drafts of the Minutes for those recent Special Meetings which included an Executive Session did not meet legal requirements. Karen admitted that she had not been familiar with the strict process for going into Executive Session and the need for public notice when coming out of the session to note any outcome. She has done research into the legal requirements and is determined to follow them in future. Michael appeared to accept that promise as an acceptable outcome to his concern, citing that going to court over the issue would not be a good use of the Library's resources.

Michael also pointed out that we had not memorialized the interviews for Library Director with meeting Minutes so the Board agreed that we should draft and post those.

Approval of recent Minutes – the minutes of all recent meetings were provided to the board for review.

Minutes of April 9, 2018: Karen moved to accept the minutes as written, Kate seconded; passed unanimously.

Minutes May 29, 2018: Kate moved to accept minutes as written, Karen seconded; passed unanimously.

Minutes June 11, 2018: There was a suggested change to the Minutes but upon further discussion, it was decided that the Minutes as presented provided an adequate representation of the events of that meeting. Karen moved to accept minutes as written, Colleen seconded; passed unanimously.

Minutes June 20, 2018: Colleen moved to accept minutes as presented, Karen seconded; passed unanimously.

Minutes July 23, 2018: Karen moved to accept minutes as presented, Colleen seconded; passed unanimously.

#### IV. Treasurer's Report:

Colleen has finished the fiscal year accounting and needs to get together with Melissa to go over the numbers with her in preparation for the auditor. The auditor's report will be available in October.

Reporting from the beginning of the new fiscal year (July 1<sup>st</sup>): we have had 1 donation of \$10.00 and the purchase of the book (@20) from the summer program presenter.

Kate moved to accept the Treasurer's Report, Karen seconded; passed unanimously.

#### V. Librarian's Report:

Rhonda reports that she is enjoying meeting everyone and is quite busy with patrons most days. She is amazed at how very busy our little library is. She has issued new library cards to several residents who are new to the area and is especially pleased at the number of parents who come into the library on a regular basis to access our extensive children's collection.

The Vermont Attraction Passes are very popular and are used often by library patrons. Rhonda thanked the Friends Group for having purchased the Shelburne Museum pass for the library, noting that it is frequently used but will expire at the end of August. She asked if the Friend's Group would consider renewing the pass.

Rhonda mentioned that she have several ideas for programming that she would like to implement but needs to watch the budget constraints when planning. The members of the Friends Group in attendance pointed out that the previous Library Director had requested \$500 for programming but had not used any of that amount, so it would be available for Rhonda to use when scheduling her programming. She was delighted and expressed her appreciation to the Friend's Group.

#### VI. New Business:

##### a. Vacancies:

The Library Trustees went to the August 6<sup>th</sup> Selectboard meeting with our recommendations to fill the two Library Board vacancies. The Selectboard decided to postpone taking action on the issue until their August 20<sup>th</sup> meeting because two of their board were missing from the meeting and one member would need to recuse herself from voting due to conflict of interest. This meant that they did not have a quorum to take up the issue.

Rhonda Richard has been hired as the new Library Director. She was warmly welcomed and is settling in well to the position.

b. Credit Card, payroll procedure, bank accounts:

The credit card had to be cancelled because it had been issued in the name of the previous library Director. Any new card would need to be issued in Rhonda's name. Rhonda asked if she could take some time to think about whether or not she really feels she needs it. It can be obtained at a later date.

Michael Inners pointed out that wordpress (the Library website) is covered by the Friends of the Grand Isle Library's account. This allows the site to run without pop-up ads which is quite helpful.

Colleen asked that everyone on the payroll for the Library forward their hours to her so she can accurately keep track of total hours and make sure that they agree with what the Town is reflecting.

With regard to the Library bank accounts, as Carolyn McCray has resigned from the board, her name will need to be removed from all accounts. Colleen is investigating whether we need 3 people on the signature card or if her name and Melissa's would be adequate, for town purposes.

c. Results of Planning Commission Engineer's Report on old Fire station:

Karen had tried to contact Shawn Mercy prior to this meeting to see if there were any updates on the Fire Station results from what he had presented at the July 16<sup>th</sup> Selectboard meeting. He had mentioned in an earlier e-mail to her that the report was to be given to the Selectboard on August 6<sup>th</sup> and would be discussed at the Planning Commission's August 7<sup>th</sup> meeting. At the July 16<sup>th</sup> Selectboard meeting, Shawn had indicated that the results of the engineer's report were positive – the Fire Station is structurally sound and could be considered for repurposing, perhaps as a new Library. Karen mentioned that it would be helpful if the Planning Commission could have drawings done to show the public what the building could look like if used as a new Library space. It is often difficult to imagine the possibilities that a building may hold when looking at an older, perhaps rundown space. Being able to visualize a new Library building might get the public excited about the idea! It was mentioned that the earlier discussions had brought forward the possibility that the town might be able to bear the cost of rehabbing the building itself and the various mechanical systems with the Library providing the funding for interior fit-up.

If there is any update to the old Fire Station building report or possibilities, we should invite the Planning Commission to the October meeting to let everyone know what's going on.

VII. Old Business:

The battery has been changed in the basement smoke detector. If it continues to chirp we will bring in a dehumidifier.

Ronnie Bushway is asking if our present lawn care team would be able to trim the bridal wreath plant near the trash barrel(s).

Karen moved to adjourn the meeting at 7:40 pm, Colleen seconded; passed unanimously.  
Meeting Adjourned.

Respectfully submitted,  
Kate O'Neill  
Secretary