

Grand Isle Free Library Minutes
April 8, 2019

I. The meeting was called to order at 6:32 pm.

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

Board Members Absent: Glenda Leake

Library Director: Rhonda Richard

Community Members present: AnnaMarie DeMars (Selectboard liason), Jerry Hebda, Barb Capen, Deb Bedrin, Terri Longo, Leslie Desrosiers, Pam Starbuck, Carolyn McCray, Michael Inners, Char Kennedy

Matters to amend agenda: None

II. Secretary's Report:

Minutes of February 11, 2019 meeting: copies of the minutes were available for the board to review. There was discussion about one change to be made to the minutes with regard to who had brought up the subject of the draft minutes from the February 4, 2019 Selectboard meeting. Colleen moved to accept the minutes with the change. Howard seconded the motion. Passed unanimously.

Minutes of March 11, 2019 meeting: copies of the minutes were available for the board to review. Howard moved to accept the minutes as written. Karen seconded the motion. Passed unanimously.

III. Treasurer's Report

Colleen confirmed that the Northfield Savings Bank for our recent Certificate of Deposit was renewed at the interest rate of 2.25%.

The Citizens Bank CD is due to renew on April 18, 2019. It has been decided that this CD will not be allowed to roll over as the library may need funds to continue the process of working toward a new building. It will be discussed further at the June meeting. The Treasurer's Report does not show Citizens Bank interest as statements are not received in time to be included in the report.

Colleen met with Melissa to reconcile the library accounts.

Howard DeMars moved to accept the report as written; Karen seconded the motion. Passed unanimously.

IV. Library Director's Report:

Rhonda shared that we have quite a few people signed up for the adult writing group (8-10 people) and she will need extra help at the desk during that time.

Rhonda is waiting to hear back from the state about a grant she applied for to help with the cost of summer performances. The theme for summer programming is Universe which can be considered to include topics such as diversity and space. Rhonda has discovered that we have many talented community members who might be willing to share their talents with our community. An example might be starting a seed library. Rhonda has talked to Ross Christie from the Methodist Church next door and he has given her a key to the church in case the library needs to use it for programming. The upstairs is wonderful for any music performances.

Several local teens have completed the community service assigned by their school(s). The March job fair was a success and the State Department of Libraries was pleased with the efforts of all our local libraries.

Rhonda is in the need of a small step ladder to reach the higher shelves. She will choose one and she and Colleen will order it. Light bulbs in the entryway and bathroom need to be brighter. Howard offered to stop by to help address this issue.

Rhonda is training a couple of patrons to shelve books and run the circulation desk. She has taken a training on grant writing at the Swanton library. The different grants have different criteria; some would consider a library eligible if it supports the community in some way. There may also be an ADA grant available to help offset the costs of items such as an accessible entrance and restroom or parking lot striping as we look at the old Fire Station as an option for a new library space.

Rhonda will need a sub on Wednesday April 25th. Our library tags have changed and Brodart is finding a solution. As soon as this is accomplished we have an order which will ship, hopefully by the end of next week.

V. New Business:

a. Friends of the Library – several members of the Friends Group attended the Library Board meeting to discuss the next steps toward a new library building. Karen mentioned that she had been in touch with both the Planning Commission and the Selectboard in order to get the process started. It was determined that the Selectboard is the place to start as the town will be the ultimate owner of the new library building. AnnaMarie was in attendance and suggested that the Library could be added to the agenda of the April 15th Selectboard meeting to get the conversation moving. Members of both the Library Board and the Friends Group plan to attend that meeting. The hope is that the town will make a definitive statement that the old Fire Station building is earmarked for the new library. This would alleviate some of the uncertainty among town residents and allow the process to gain momentum, including a possible capital campaign for fundraising. We could install a sign in front of the old Fire Station to notify residents that it would be the future home of the library!

Karen mentioned the need for a preliminary cost estimate for the walls, flooring, roof and systems (mechanical, plumbing, electrical and heating) work that could then provide direction as to the best option for moving forward.

There was discussion about the confusion caused by the conceptual drawing of a new Library in the old Fire Station building. It may not have been clear enough to everyone that the result was just to provide an idea of what the exterior, entrance and floor space COULD look like. It was not a floor plan determined with input from the Library Board or Library Director.

b. Fundraising Ideas: Deb Bedrin discussed recent fundraising done by the Friends Group, including the summer book sale and Election Day bake sales. The Friends will not be holding a large summer book sale. The logistics of the book drop off, sale and clean up after the sale are quite labor intensive for the amount of funds actually raised. They do have books available for sale at Keeler Bay Store. The Friends Group has raised approximately \$1300.00 from bake sales at the voting site.

c. Safety Policy: Colleen presented a draft Safety Policy based on several samples that she was able to find. There are many specifics to consider when drafting a new Safety Policy and the board would like some time to give it more thought. Once we have been able to come up with a draft policy for VLCT review, it will be sent to them for recommendations. It would likely be a good idea to have an accident form available to be completed by anyone who is injured or has an issue while at the library. The Board will meet on Monday, May 13th at 6:30 to continue the Safety Policy Discussion.

d. Library policy regarding operations, personnel, benefits: a brief discussion was held regarding the training and specifics of a couple of individuals that Rhonda will be training to have more substitutes available should she need to be out of the library or involved in programming that took more of her time.

VI. Old Business:

a. Methodist Church - we have never been charged in the past but we have made donations to the church for the use of their buildings.

b. Reorganization: There was a discussion about what to do with several book series such as The Hardy Boys, Nancy Drew and Zane Gray. It has been decided that for the time being they will be boxed and stored at the Annex until a final decision of whether or not to keep them in our catalog can be determined.

Adjourn: Karen Allen moved to adjourn the meeting at 9:03; and Kate seconded the motion, passed unanimously. The next regularly scheduled meeting will be held on Monday, June 10th with the Safety Policy Special Meeting scheduled for Monday, May 13th.

Respectfully submitted,
Kate O'Neill