

Grand Isle Free Library Minutes

December 14, 2020 via Zoom

I. The Zoom meeting was called to order at 6:00 pm by Karen Allen, Chair

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

Library Director: Janet Bonneau

Community Member(s) Present: None

Amend Agenda for Matters Not Listed: Library Director's Report "Mainly Murders" Newsletter mention

II. Secretary's Report

Minutes of the October 6, 2020 meeting: Copies of the minutes were available to review. Colleen moved to accept the minutes, Howard seconded the motion. There was no further discussion. The motion passed unanimously.

Minutes of the November 9, 2020 meeting: Copies of the minutes were available to review. Glenda moved to accept the minutes, Colleen seconded the motion. Karen stated that the budget was presented to the Select Board by herself and Colleen at the December 07, 2020 meeting and was accepted. Janet questioned how to see it. There was no further discussion and the motion passed unanimously.

III. Treasurer's Report

Colleen discussed the Treasurer's Report which had been sent to the board for review and discussion. The CD is currently running at 0.50%. She still needs the salary and benefits package from Melissa to finalize the budget.

Colleen stated that she had made an error in missing a deadline and reimbursed the budget for the error. It was felt by the board that this was not necessary and she should not have paid for the error. Kate moved that Colleen be reimbursed for the repayment and Karen seconded the motion. There was no further discussion and the motion passed unanimously. Colleen was instructed to get reimbursement.

The scanner was received by the library paid for by a town Covid grant. The Invoice will be sent to Melissa.

Glenda moved to accept the treasurer's report, Kate seconded, no further discussion and passed unanimously.

IV. Library Director's Report

Janet presented the Librarian Report dated December 14, 2020, copies of which was sent to the board for review. Curbside is still popular and will continue in the reopening of the library. Even though the library has a limited opening, some patrons have decided that they will continue curbside pick-up.

Programming remains virtual. Janet is awaiting any additional instructions from Jason Boughton, the State Librarian and Governor Scott regarding keeping the library open or going back to the spring plan.

Fall Library hours have been implemented and patrons were informed on the Library FaceBook page and Front Porch Forum. There have been no issues with the changes. There will be new hours for the winter which will again be posted to patrons via the social media listed above. There was discussion on the hours, but it was agreed that the library director should keep the library open based on need and usage. Janet wants the library to stay open as long as it's possible.

V. New Business

a. Library Policy Discussion

The policy notebook needs to be updated. Glenda started the process last fall. Colleen suggested we go to the ALA website for the latest language and terms that might have been updated. Colleen will forward what needs to be updated in the book between January and the February meeting. At the February meeting discussion should continue and policies be updated.

b. Annual Report for Town Report

The report will be updated with changes which have occurred and will be submitted to the town. Colleen will send the trustees the final version.

c. Electricity - payment to Town for electricity covered by solar panels

Karen explained the Select Board comment. The Library budget already has an electricity amount which Colleen says will more than adequately pay the bills received. She will pay the bills as received.

d. Library coverage for weather challenges, upcoming holiday hours

Library closings will be determined via VPR and will follow school closings. Colleen and/or Glenda will make the call if needed. The upcoming holiday closures were discussed. The library will be closed as per usual on Friday (Christmas and New Year). It was decided that the Library will also be closed on Thursday, December 24; Saturday, December 26; and Thursday, December 31. The library will be open Saturday January 2. The library director will be paid holiday pay for these closed dates and not be taken out of her PTO. The library is closed Friday (the holiday this year) and will not be paid.

VI. Old Business

a. COVID-19

Discussed in the Library Director's Report.

VII. Adjourn

The motion was made to adjourn by Colleen at 7:53PM seconded by Kate. The next scheduled meeting will be Monday, February 8 at 6:00 pm via Zoom. There was no further discussion and the motion passed unanimously.

Happy Holidays to All.

Respectfully submitted,

Glenda Leake

Secretary