

## Grand Isle Free Library Minutes

April 12, 2021 via Zoom

I. The Zoom meeting was called to order at 6:03 pm by Karen Allen, Chair

Board Members Present: Karen Allen, Colleen Bushway, Howard DeMars, and Glenda Leake

Kate O'Neill joined at 6:11pm

Library Director: Janet Bonneau

Community Member(s) Present: Gail Horne

Amend Agenda for Matters Not Listed:

II. Secretary's Report

Minutes of the February 8, 2021 meeting: Copies of the minutes were available to review. Two corrections were made by Colleen. Colleen moved to accept the minutes with corrections, Howard seconded the motion. There was no further discussion. The motion passed unanimously. Karen will make the edits and provide the approved version for the town website.

Minutes of the March 8, 2021 meeting: Copies of the minutes were available to review. Howard moved to accept the minutes, Colleen seconded the motion. 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 date will be changed to 2021. Melissa has not given any information to Colleen for the two quarters ending in December and March, especially regarding payroll. Colleen will contact Melissa again tomorrow to try to get the information she needs to complete the Treasurer's Report. The phone and internet has not yet been transferred to Consolidated. We are in line to get set up, but it hasn't happened yet. Colleen will contact them again to see if there is a date.

Janet has been purchasing books monthly. The AV budget has been used up and Janet has been instructed to order no more.

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

IV. Library Director's Report

Janet presented the Librarian Report dated April 11, 2021, copies of which were sent to the board for review. The report was further explained by Janet. A new website is up and running. It is simpler to use. The Destiny link is operational. The Friends have provided funds for fishing kits for patrons. These will be signed out like the snowshoes. There will be funds to resupply any lost or damaged parts as the kits are returned.

Curbside is still requested by patrons and will continue to be offered. The Library will remain open as per the COVID reopening plan as it now stands until further notice. Howard reiterated that it important that Janet's comfort and safety in keeping the library safely open continue. Thanks were given to Janet by the board.

Summer programming will be offered on a limited basis following recommendations from Janet and the governor's directives. We are continuing contact tracing for all library patrons.

## V. New Business

### a. Gail Horne – CIDER Collaboration with local libraries

Gail gave brief overview of CIDER and what was being requested. Gail requested that the library form a collaboration with CIDER to publicize it to the community. She suggested that perhaps a bookmark personalized to CIDER could be used by the library. Glenda expressed concern that the library should not promote one community activity over others. Colleen stated that it might not be allowed by the rules that the library must follow. Janet said that CIDER could be added to the resource page maintained by the library with linkage to any resources that CIDER might have, i.e. Facebook, its website and anything else they would like. Gail said she would get back to Janet to start the collaboration. In addition Gail said she had access to 2021 VT Fishing guides which she would be happy to supply for use with the fishing kits. Gail will work with Janet to set up CIDER. She also inquired after the KitKeeper (see below) She left the zoom meeting at 7pm.

### b. KitKeeper

Janet attended a meeting via Zoom to get information on the KitKeeper. This is a shared book club resource promoted by the Fletcher Free Library. As our library book club is utilized by mainly the trustees at this point, it probably would not be useful to us. There is a cost of \$400-500/year which is divided by the number of libraries that join. Hopefully it would end up being around \$20/year. The books lent need to be tracked which Janet may not have time to do at this point. The good thing offered is the number of titles which might be available. It was decided that it is a good idea but not yet for our library.

### c. Health and Safety Information Guidelines

The last update was 10/16/2019 prior to the COVID shutdown. Colleen stated that the first aid kit is located on the shelf above the AED box in the bathroom.

The AED is listed as an addendum to the Guidelines. Karen volunteered to transcribe the Guidelines and Addendum and to place them in the policy manual along with a new form to be signed by the trustees.

It was moved to accept the guidelines with additions by Colleen, and Glenda seconded the motion. There was no further discussion and the motion passed unanimously.

### d. Pass Policy for Vermont Attractions – tabled to next meeting.

### e. Internet policy – tabled to next meeting

### f. Next board meeting

The next board meeting is scheduled for Monday, June 14. A discussion was held regarding whether the meeting should be inside, at the fire station meeting room, rain space, etc. Everyone will be fully vaccinated by then. There is a great need to see everyone in person, but safety is still the primary concern. After further discussion it was decided that that the meeting will be held outside with masks and distanced. A decision will be made regarding rain date change. The board will be in person and a zoom meeting will be set up for any public to attend. The board will bring their own chairs

## VI. Old Business

### a. Grand Isle Library Policy and Bylaws

Some of the policy had been partially removed. Colleen will make any additions and revisions required. She will print a clean copy with revisions and send to the board for final approval. She will then place a copy in the library manual with signature page for signing. The motion was made to approve the policy with revisions by Howard. Kate seconded. There was no further discussion and the motion passed unanimously.

b. COVID update

Previously discussed. The Library COVID policy is on the website with current library policies and is updated as needed by Janet.

VII. Adjourn

The motion was made to adjourn by Colleen and seconded by Kate. There was no further discussion and the motion passed unanimously. The meeting was adjourned by Karen at 7:39 pm.

Respectfully submitted,

Glenda Leake

Secretary