

Grand Isle Free Library Minutes

June 14, 2021

Community Room at the Grand Isle Fire Station, 17 Hyde Road, Grand Isle and

Via Zoom

I. The meeting was called to order at 6:02 pm by Karen Allen, Chair

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

Howard DeMars joined at 6:30 pm

Library Director: Janet Bonneau via Zoom

Community Member(s) Present: N/A

Amend Agenda for Matters Not Listed: N/A

II. Secretary's Report

Minutes of the April 12, 2021 meeting: Copies of the minutes were available to review. Colleen moved to accept the minutes, Kate seconded the motion. There was no further discussion. The motion passed unanimously.

III. Treasurer's Report

Colleen discussed the Treasurer's Report which was made available to the board for review and discussion by Colleen. The report required additional information. There is an ongoing problem obtaining current information by Colleen especially regarding payroll. Colleen will contact Melissa to try to get the information she needs to complete the Treasurer's Report.

Janet has been purchasing books monthly.

Most of the budget for FY 2020-2021 will be used up. In the report "Librarian Salaries" will be changed to "Library Salaries".

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

IV. Library Director's Report

Janet presented the Library Director's Report dated June 14, 2021, copies of which were sent to the board for review. The report was further explained by Janet. Several grants were applied for and will be used for summer programming and children's literacy. Emily Rich is doing story hour at Donaldson Park on Tuesdays. It is growing in popularity and attendance. Emily will be assigned the title of "Volunteer Youth Programming Coordinator" and will also be added and trained as a sub for the library. The library will continue to follow Governor Scott's Covid plan. However it appears that per the governor, the library will be able to resume opening and start in-person programming. It is expected that curbside will continue at patron's request.

V. New Business

a. Pass Policy for Vermont attractions

b. Internet Policy

Both a. and b. were discussed. Changes and recommendations were made. Karen will make the changes and updates where recommended and will present them for approval and signatures at the next meeting.

c. Open Meeting Law training.

Most trustees attended the training. It was felt that it was very useful and well presented. In the future all trustees, especially newly elected, will review the training yearly. A copy of the Open Meeting Training Law will be kept in the policy manual.

The Library Board will maintain a notebook with all agendas, draft minutes and approved minutes henceforth and as much as possible will include past agendas and minutes.

d. Purchase of additional book cart

Janet requested an additional long book cart to assist with shelving and addition of new books. There is money in the current budget which could be used for the purchase. A motion to obtain an additional book cart was made by Karen and seconded by Colleen. Janet will get additional details and costs and will order the cart in the current fiscal year. There was no further discussion and the motion passed unanimously.

VI. Old Business

a. Health and Safety Information Guidelines

Guidelines will be changed to Policy. Changes will be made by Colleen and reprinted for approval and signatures at the next meeting.

All newly reviewed policies and guidelines will be signed off and placed in the library manual.

b. Reopening the library

Reopening was discussed earlier in the meeting. Everyone is eager to return to pre-COVID practices and it appears that we should be able to.

VII. Adjourn

The motion was made to adjourn by Kate and seconded by Colleen. There was no further discussion and the motion passed unanimously. The meeting was adjourned by Karen at 7:35 pm.

The next meeting will be in the library in person on August 9 at 6 pm. The meeting will also available via zoom

Respectfully submitted,

Glenda Leake

Secretary