

Greensboro Free Library  
Board of Trustees - Minutes  
August 25, 2020

Present: Becky Arnold, Ginny Lapierre, Lisa Armstrong, Renee Circosta, John Miller, Rosann Hickey, Donna Jenckes, Jennifer Lucas, Paula Davidson, Emily Purdy. Absent: Carol Reynolds, Mackenna Lapierre.

1. **Call to Order:** Becky called the meeting to order at 3:05 p.m.
2. **Minutes:** The minutes for the July 28, 2020 meeting were approved.

**3. Librarian's Report:**

Paula referred people to her report from which she drew specific items:

- Due to covid-19, many libraries have not yet re-opened.
- Paula proposed the library pay \$20 per week for its own Inter-Library Loan courier stop (that would hasten service) rather than Piggy-back on a stop in Hardwick. After a discussion, the Board approved Paula's proposal.
- Paula asked for volunteers to enable the library to open Saturdays.
- There are two upcoming conferences, being held virtually, which could interest Board members:
  - The Vermont Library Trustees and Friends Conference September 21-25.
  - Association for Rural and Small Libraries the following week.
- There will be a Book Club meeting in September – rather than reading an assigned book, people will talk about a book they have read on their own.

Becky thanked Paula for her service to the community.

**4. Youth Librarian's Report:**

Emily reported many parents and caregivers are learning about home-schooling. Board members discussed class kits that Emily has prepared for curriculum support. Becky thanked Emily for her work.

**5. Treasurer's Report:**

The Board discussed the library endowment, including restricted and unrestricted funds, and concluded that a percentage could be made available for internal library improvements. Donna reminded the Board that six months of funding be kept available as an operational reserve fund.

Becky proposed the following three items for funding:

- A. Replacing the sign in front of the library. The Board agreed on a weather-resistant sign, including an image of an open book, and a hanging sign announcing the on-going book sale. New signage would also include replacing the sign over the entrance ramp. Becky reported a donor would give \$1,000 towards the sign.

- B. Install a hot water heater in the “public” washroom. The Board agreed to budget up to \$1,500, to be added to a \$1,000 grant from the Greensboro/Stannard Emergency Relief Fund, for washroom improvement, including a hot water heater, a new faucet, and repair of the floor.
- C. Repair the propane fireplace in the Mystery Book Room. The Board agreed to table this decision until the September Board meeting.

Donna is developing an operating budget, to be discussed at the September Board Meeting. Hal noted that capital costs would relate to the metal roof over the library addition on which the paint is peeling. In this regard, Becky reported on discussions with three roofers and painters. Options included replacing the metal sheets or simply re-painting what was already there. She expected to have more information for the September Board Meeting.

**6. Fund Raising:**

Becky said she would be talking to Ginny and Renee about starting the fall newsletter.

**7. Book Sale:**

Renee is working on a list of books currently in the Book Sale room in preparation for selling some to eBay and thus making room for higher priority items.

**8. Document Index:**

Renee circulated today a link to a new GFL Document Index which allows access to library and Board documents and everything else in the shared drive. This functions like a webpage with links to other documents. Renee invited Board members to upload relevant information for access by others.

**9. Grants:**

Renee encouraged development of a list of previous library grants as well as other grants for which we could be applying. Paula noted she is still working with Consolidated Communications to obtain their funds.

**10. Evaluation:**

Paula noted Mackenna Lapierre’s probationary period is ending and so Paula will be preparing the required evaluation.

**11. Adjournment:** The meeting was adjourned at 5:05 p.m.

Respectively submitted, Hal Gray