

GREENSBORO FREE LIBRARY

Trustee Meeting Minutes for 2/22/22 via Zoom

Present: Becky Arnold, Virginia Lapiere, Carol Reynolds, Tony Acheson, Krissie Ohlrogge, Beth Meachem, Jennifer Lucas, John Miller, Paula Davidson

1. Meeting called to order at 3:03
2. Revision to the agenda- call together a newsletter committee
3. Minutes of the 1/25/22 meeting were approved with an amendment to clarify that a lot of culling was completed because the internet was down- not because of fewer visitors and the circulation for January was not much lower than recent months. Krissie moved to approve the minutes as revised. Tony seconded. Motion carried.
4. Librarian's Report: A report was received via e-mail along with Paula's annual review material. The Korean Lantern workshop was successful and well received. Goals stated for the coming year include improving the library's website and being able to offer in-person programming and/or continued Zoom workshops. Book discussion groups are being held through the church. Paula has reviewed the booklist and ensured that the library has a copy of each title. Beth, Paula and Emily are developing a monthly author event to be in-person and filmed with the Hardwick Cable Television group in an effort to reach more people. Any author suggestions can be given to Beth.
5. Meeting Room request form: The form will be revised to read "up to six tables". Other revisions include stating whether the event is to be public or private and free or donation requested. The form will be shared with the selectboard. Becky moved to approve the form as described. Virginia seconded. Motion carried.
6. Youth Librarian's Report: A report was received via e-mail. A successful outdoor storytime time was held. Take home crafts continue to be enjoyed.
7. Treasurer's Report: Reports were received via e-mail. Financial statements were reviewed and changes to the reports were explained. A library phone issue with the Town will be explored with the Town Treasurer. VLCT will be contacted to discuss workmen's compensation and unemployment. Jennifer will meet with Gary Circosta to go over his recent letter detailing concerns with the Town Report. A question to think about- perhaps the library's fiscal year should match that of the Town. Thanks were extended to Jennifer for her work. Patron testimonials will be requested and posted on Front Porch Forum in support of the library's requests as appearing in the Town Report.
8. Facilities Committee: A committee needs to be created to address issues, one being the flower/shrub project and another being the fireplace/propane issue. Krissie and Beth offered to take on the roles. Ken Johnston will also be asked to become involved. A gift policy needs to be developed. The children of a patron would like to donate a stone bench in honor of their mother who recently passed. In-kind donations and the tax form were discussed.
9. Covid safety updates: Current information from Karl Stein was shared. The recommendation is for staff to use N95 masks and to have patrons continue to be masked- using the surgical masks- while in the library. Weekly PCR tests will continue for unvaccinated staff and volunteers.

10. Chili Dinner discussion: A concern about the weather forecast was shared. The decision to go ahead with the take-out dinner was agreed upon. A contingency plan was developed should the need arise.
11. Alternates: Carol has agreed to remain on the Board as an Alternate. One more is needed by the March Trustee Meeting. A brief discussion was held about changing the day and time of monthly Trustee meetings. This will be revisited following Town Meeting.
12. Finance Committee: Eric Hanson has been invited to join the committee.
13. Strategic Planning: Beth has taken the lead on this. The trustees need to meet to develop a 5 year plan. The dialogue should begin when in-person meetings can be safely held- tentatively in May. Paula shared that an upcoming webinar and a new book available from the Department of Libraries addresses the process. Community input to be pursued as well.
14. Executive Session for personnel: Entered at 5:05. Out of executive session at 5:26. Jennifer moved to approve the employee handbook dated 2/1/22 as presented. Tony seconded. 7 voted in favor, 1 opposed.

Adjourned at 5:30