

GFL Trustees Minutes
Tuesday, January 21, 2025
9:00 to 10:45 a.m.

Present: Brenden Beer, Mimi Benedict, Shelly Jungwirth, Jennifer Lucas, Beth Meachem, John Miller, Sharon Putney, Carol Reynolds, Fan Watkinson,
Zoom: Paula Davidson

Meeting called to order at 9:00 a.m. and closed at 9:10 a.m.

Motion to accept December minutes by Jennifer and seconded by Fan, accepted by all.

Revisited conflict of interest. Beth clarified that the art show currently at the library is Rural Arts and though she is an employee, she receives no money from Rural Arts for this show. No other conflicts reported.

Executive session started at 9:10 a.m. and ended at 10:10 a.m.

Reports:

Chair: Shelly Jungwirth

Shall we increase the number of Trustees to spread out the workload? Difficult to recruit new Trustees. Set aside this topic for now.

Discussion on hours and days of library – possibly fewer hours summer and for Assistant librarian more hours. More patrons in summer.

Goal - consistency, are we needed in the way we are structured?

GFL Board of Trustees meeting time to stay for now.

There is a need to recruit new GFL Board members for those leaving the Board.

Librarian /Programming Report: Paula Davidson

See report below

Human Resources: Shelly Jungwirth

Status of Director Search discussed in Executive meeting

Treasurer/Finance: Jennifer Lucas

2025 Budget: \$83,000 payroll includes 3.5 % raise for staff
Increased staff coverage \$2650
Retirement Plan \$2000
Balanced Budget with Endowment's 4% offset to Operating deficit
Motion by MIMI to pass 2025 budget, seconded by Shelly and accepted by all.
Monthly/Annual Budget Report-- 2024; Three donors make up 50% of
Donations; large Capital Gains distributions on Dec 31st;
Although Endowment gains large, GFL only receives 4% of average of
investment over last three years;
Expenses - under budget due mostly to maintenance and utilities
Financial position – healthy, will meet with the finance committee next week to
determine investment decisions.
See Financial reports.

Maintenance Report: Beth Meachem,
See report below

Friends of the Library: Brenden Beer
Chili Dinner Date – March 7, 2025

Next Meeting: February 18th, 9:00 a.m

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**Reports:**

**January Librarian's Report 2025 – Paula Davidson**

**Programs:** We hosted 8 adult programs in December, all with low attendance, but the Sled Dog Storytime and the family movie offering over the winter break were great successes. The Spanish club is continuing this month and Anna has seen a few more attending recently. Val and Linda decided to stop the knitting club due to low attendance, but they and one other patron attended a craft afternoon at the Simpson Library this week. The art reception held this week had 20 attendees. Sharon's Death Café continues strong, and someone came in this week who would like to offer a related program on another Thursday each month.

**Art Gallery:** NKHS and GRACE exhibit will be up through February since they started mid-month. I have exhibitors for May and June, but we need to recruit artists for March and April and the rest of the year.

**Grants:** I finished up purchases with the ARSL Meeting Room grant money – a monitor, whiteboard, and air purifier for the room. The E-rate grant form calling for contracts, 470, will be due by 2-26 in order to complete the grant process in time. I'm waiting to file it because NEK Broadband wrote in late December saying they would have service here by late January. I've left info about this on my bulletin board. If NEK Broadband is here by February, they should be able to offer us a better contract price than CCI, and if they're not here, we need to write a one-year contract with CCI to keep our options open for next year.

**Staffing:** I will be here through 1/31. After that, I may be available for some time to train the new director, but will be devoting my time and energy to my new role. We have one new substitute volunteer, Andy (Xin's son), and Naomi has offered to retrain and serve as a substitute, and Mimi has been training so that she can sub in the spring when Xin is away.

**Building:** No update on the fireplace. Ken will be busy with tax season soon, so he may have given up on trying to fix it. No update on the staff bathroom either – I didn't hear from Taplin's and haven't had time to keep pushing to get a response. The electric bill was quite high again – I had a conversation with Bill Chidsey in which he said we could turn down the dehumidifier now that the humidity levels are lower, and that he would help us determine how to set it. The new gutters have made cleaning the entryway much easier (no longer a buildup at the end of the ramp).

**Annual Report:** Jennifer is completing the financial sections of the Annual Report covering 2023, which we'll submit this month. Our 2024 numbers can be seen below (children's programming is not included as Emily keeps those statistics). Another busy year!

**AARP Tax Help:** Registration has begun and Ken will be posting flyers with the registration phone number, and I will record it on our voicemail. Appointments will be on Wednesdays and Saturday mornings, beginning February 1.

**Greensboro Kids – Emily Purdy**

We are working on planning some special events with thanks to grant funding. I will keep you informed as dates are set.

I applied for the VT Dept. of Libraries Summer Readers Grant and have the Turrell grant in my scope.

The storytime machines are chugging away.

In thinking about a new director please reach out to me if I can be of support in hiring or if any candidates would like to meet me as a coworker.

### **Building Report – Beth Meachem**

I am working with Vermont Historic Preservation and BGS (the grantor for the MERP grant) to get the ball rolling by February. I have a few hoops to jump through. A representative will be visiting our library on Tuesday morning so I will need to step away from the board meeting a little before 10AM.

We have somehow lost our green snow shovel and the metal one is digging up the ramp. I would like to purchase a new user friendly shovel and store it somewhere other than the entry.

I have spoken with the Limlaw's about being on a nominal retainer to inspect the building on a monthly basis and quote any major repairs that need to be done. They would charge \$50 a month if the board thinks this would be helpful to maintaining the building. I am looking for board approval on this idea. In talking with Jennifer she felt we had money in the budget to support this.

Currently we are looking at needing to repaint the ramp (or lay down indoor indoor carpet on the walkway), repairing a spindle on the front steps, and painting the front exterior of the building where the wood siding is still in existence.

Bill Chidsey and I will be finishing up preliminary steps to getting the basement ready for foam insulation. Insulating is set for the first week in March if I can get the go ahead from the MERP folks.

I have spoken with Paula about things needed for the meeting room. As she noted in her report she is ordering a flat screen TV so that small meetings can zoom comfortably. As well, she is ordering an air purifier to make the space healthier to sit in and I will talk to Rural Arts about the white board they have offered to donate.