

Approved

BLAKE MEMORIAL LIBRARY TRUSTEES MEETING

6:30 PM, June 15, 2021

On Zoom

Trustees present: Shirley Montage, Rob Rinaldi, Dina Dubois, Julia Anderson, Nick Kramer, Tania Aebi, Carl Demrow. Not attending: Kathryn Price. Staff: Jen Spanier, Director; Kimberly Hotelling, Assistant Librarian, and Miranda Moody Miller.

Shirley brought the meeting to order at 6:38 PM.

Shirley reminded members of open meeting law issues and how discussions of issues need to be done at board meetings and not on email.

Julia made a motion to approve the agenda. Nick seconded and the agenda was approved unanimously.

A motion to approve the minutes of the February meeting was made by Nick and seconded by Julia. The minutes were approved unanimously.

The Treasurer's report came next. There were a few questions about the CD that is in the Town of Corinth's custody. The selectboard will be dealing with this at the next financial meeting in July. Shirley went over the balances. There was a question about the over budget salary line. Shirley attributed this to having Miranda and Jen on the payroll simultaneously for a period of time. The salary line is over by about \$5K, the same as the PPP grant we received. Nick moved to approve the treasurer's report and Rob seconded. The vote was unanimous.

Next was the Director's Report. Nick asked Jen how the transition was going and she said she felt things are going well and that she has a better sense of what needs to be done now and she enjoys working with Kimberly. Jen said she does feel she can get done what she needs to do within the 20 hours a week with some careful prioritizing. Kimberly talked a bit about her work and how much of it is publicizing and advertising the work of the library and programs.

Jen then began a discussion about grants. She handed the discussion off to Miranda to talk about the Vermont Humanities Council grants. There were lots of moving pieces on these grants. One was awarded at \$3,400 on the second round, and then a Summer Matters for All grant over \$25K that will cover programming costs, but needs to be spent by September. It is a reimbursement grant that will cover previously approved expenses and has no match requirement. The grant does have some reporting requirements, but those costs should be covered within the grant. Shirley suggested having a staff meeting to set up the admin of the grant. The grants cover payment for both Miranda and Ann Bergeron who will be working with Miranda, and for

administration and reporting for the grant. Dina asked what percentage of the grant would be used for wages and compensation, Miranda estimated 30%. Carl asked what the arrangement will be with Miranda and Ann. Miranda suggested a contract for a duration of time arrangement. The camp is set to start July 12th, so these issues will need to get worked out soon. The Arts Bus is arriving this Saturday and will be here for a week. Dina asked if the arts bus would be anywhere else in the community but it will be staying behind the library. Nick asked if there was sufficient enrollment for the camp -it is at 14 now and the minimum was 12.

Shirley asked how we should figure out the arrangement with Miranda and Carl suggested that after Shirley talks with Miranda and the personnel committee, that the board signs off on it. Miranda also asked that we have a process to hire additional people on if needed. Miranda, Shirley, and the personnel committee will meet next week and then come back to the board.

Kimberley asked about purchases for the library within the grant, she asked that we all brainstorm some ideas about what we all think would be good purchases for the library. Shirley said we will discuss this at our next special meeting.

Miranda will send copies of the grant to the personnel committee.

Committee reports were next. Julia noted that Ann McKinsey has asked to be on the fundraising committee. Nick suggested putting a bit in the LRN asking for fundraising committee volunteers. Both Ann Peck and Susan Pratt have some interest in fundraising and/or strategic planning. Nick will draft up a call note for the LRN for fundraising and Dina also noted Jude Tharinger was interested in fundraising.

Strategic planning is well under way and will be meeting again this Friday at 10 AM. Jen reminded us that the July 25 event is important for both the strategic planning process and for the Libraries Transforming Communities Grant from the American Library Association. There will be a mailing to all the households in Topsham and Corinth for this event, Anne McKinsey is doing the design. It will be at 4 PM and Jen is asking for and expecting good board attendance. Miranda volunteered to join the strategic planning committee.

Planning for the association meeting was up next. An ad hoc committee needs to be formed to set this up. The meeting will be used to update the association on what has happened since the last meeting. There will also be annual reports from the committees, refreshments, and a program. The association is separate from the board, but the board needs to organize the association meeting. In the past the association meeting was where board members were elected and we do need to straighten out current terms since she have not done that since bringing so many new people on to the board. Julia suggested that we put off dealing with the term issues until next April when we've got some time behind us. Rob asked how many people generally attend the association meeting and Shirley answered 20-30. Rob suggested that the important thing here is to bring the association together again and he suggested bringing them in for the July 25th meeting. Carl suggested a reception for the association before the strategic planning.

Kimberley said she thought that was too much. The strategic planning committee will discuss this at the next meeting.

Nick suggested Rob would make a great vice president and Carl agreed. Rob was nominated as vice president by Julia and seconded by Carl, and unanimously voted in to his new office.

Julia moved that we open the library to the old schedule and Shirley seconded. Dina asked how the hours were publicized- she noted that she has talked to people who are unaware of the hours and she thinks reprinting the bookmarks would be a good idea. Rob said Jen and Kimberly are comfortable with their volunteer capacity, that we should reopen to the old normal hours. We will move forward with Jen's proposed protocol for an honor system approach and ask that unvaccinated patrons wear masks at the library.

We then had a conversation about the vaxxed movie and Jen stated that it had been donated and was only featured because it was a recent donation. Nick asked if there was an action step that Julia was looking for. Julia suggested that we have a policy discussion and be careful about the accuracy and authenticity of the materials we promote. Kimberly said she thought it was important that people make their own decisions about these issues. Dina said that we don't want to ban anything, but we need to be careful about making prominent placements for certain materials. She also noted that the doctor behind the movie has had his medical license revoked. Rob said he thinks this is an extremely sensitive issue and though he understands that Julia was not proposing censorship, that Jen and Kimberly have managed a way to balance this out and that we should leave it to them.

Shirley then redirected us to leaving this issue to the governance committee and she noted that we also need a vote on the reopening discussion. Nick moved to reopen the library to Jen's proposed hours, to advertise those, and to ask all unvaccinated patrons to wear masks as described in Jen's proposal. Julia seconded. The vote was unanimous.

Carl noted the need to name a BML representative to the Town of Corinth. Carl nominated Shirley and Nick seconded. The vote was unanimous.

Nick made the motion to adjourn and Rob seconded. Meeting adjourned at 8:26 PM

Respectfully submitted,

Carl Demrow, Secretary