

Adopted 8/16/22

BLAKE MEMORIAL LIBRARY TRUSTEES MEETING

6:30 PM, June 23, 2022

In the library basement

Trustees present at the library: Shirley Montagne, Rob Rinaldi, Kathryn Price. Also at library: Jen Spanier, Director, and Miranda Moody Miller, Camp Director. On zoom: Dina Dubois, Carl Demrow. Staff on zoom: Kimberly Hotelling, Assistant Director. Not attending: Tania Aebi, Nick Kramer.

Shirley brought the meeting to order at 6:34 PM.

Rob moved to approve the minutes of the April meeting and Dina seconded.

Shirley asked for approval to obtain a line of credit to be able to pay staff in a timely manner during the summer since the camp program will have expenses before the grant can be billed. Rob asked if we'd be charged interest on it and Shirley answered yes. Miranda said that interest was not covered in the grant. Rob asked what the amount of interest might be that BML would be responsible for. Miranda said we would need to carry that cost for about a month and a half and the interest expense would be about \$150.

Rob moved to borrow \$75K on a line of credit to cover expenses for the summer camp until grant reimbursements are received. Dina seconded. The motion passed unanimously. Shirley also noted that our insurance costs will go up but those can be recovered as program expense.

A few more dollars are coming in from donations and the plant sale and pizza were both profitable. Garden tour tickets are starting to pick up.

Rob made a motion to approve the treasurer's report and Kathryn seconded. Adopted unanimously.

Jen said visitors have continued to increase and more folks are looking for computer help. Folks have been checking out museum passes. Jen is working to promote the Vermont Books program award winners. Book group has just finished and story hour is more popular with school over. There have been numerous work shops and programs and Kimberly is now working on a chess program for kids. Dina asked how much we spend per month on Kanopy, Jen answered that it is about \$30 a month in expense for the library. Upcoming programs are scheduled with VINS and the arts bus will be coming back in August. There will be ocean themed treasure hunts coming up and couple of movie nights this summer. Jen reviewed some small grants that are coming in. Rob made a motion to approve the Director's report and Dina seconded. Report approved unanimously.

Rob summarized the B&G report. Carl will follow up with Billy Ricker on the grading behind the building. Rob also discussed the issue with the water pressure and the water spigot. Carl will follow up with Jim Boudreau and Rob will likely meet Jim for the spicket work. Jim is going to get in touch with Chaz Sergeant regarding the well issue. Rob discussed the proposal from All Access Infotech in Fairlee, and the issue with the main network switch. Our connection is quite fast, but we cannot take advantage of it because of the old network switch which needs to be upgraded to take full advantage of the speed. It could cost up to \$3,000 to have the switch changed and the labor, but Rob will call them to get more detail on the project and come back to us next meeting. This would be considered a capital upgrade the IT system. Kathryn moved to accept the buildings and grounds report and Dina seconded.

Miranda said July 5 to August 5 are the dates for camp and enrollment is filled (60) and she has a wait list. Camp location and start and end of day will be at the WRVS in cooperation with the principal. This location will work with the number of children and vehicles involved. Staffing is nearly complete, the majority of the staff are certified teachers. 4 staff are wilderness First Aid trained and 2 of those will be with each group of 30, along with 2 adults and 4 youth counselors. WRVS has received a head start grant that requires them to upgrade their playground, which will have to happen this summer. 80 different families will be taking part in the camp this summer. All kids will be getting summer reading program materials and be encouraged to get library cards if they are not in the system. Staff will have walkie talkies this year. Jen asked how to best get ahold of Miranda during the day and she said she was working on that. Drop off/pick up coordination will be a big part of her job. There will also be at least one all terrain vehicle on site the the kids are in the woods. Rob and Jen both suggested photos and video to promote what is going on and tie it into the library. Camper ages are 4-14, 7 and 9 year olds are the largest group. Four of last summers campers are coming back as staff this summer and Miranda is working on a CIT program. The children will be in the woods between 10 and 2 and the camp will be rain or shine. Miranda would like to have an end of camp celebration at the library with a movie night or similar event.

Next meeting is August 16 at 6:30 PM.

Shirley would like to discuss an Association meeting at the next meeting tentatively scheduled for September. Shirley will propose a date at the next meeting.

Rob made a motion to adjourn and Dina seconded. Meeting adjourned at 7:54 PM.

Respectfully submitted,

Carl Demrow, Secretary