

Rochester Public Library

Board of Trustees Meeting – November 8, 2022

Minutes

In Attendance – Tony Goupee, Kelly Kelly, Jeannette Bair, Doreen Jones, Barbara Shenton, Sandy Lincoln

With visitor Jeffrey Gephart

1. Meeting called to order at 5:31 pm
2. Minutes from our Sept and Oct meetings were reviewed and unanimously approved with perfunctory corrections. Sandy will revise and submit to the town.
3. Public Communications and Comments - Jeff Gephart joins us in his position as town energy coordinator. He introduces “Drive Electric Vermont” and asks the board to consider adding a page on our website to discuss EV solutions. The board agrees to add this topic to our December meeting agenda.

Jeff is also looking at the library building, specifically the flashing work recently done by Cody Downs to mitigate water damage to the building. Jeff says is it not a complete fix. He will take a closer look at the building and provide an estimate {and maybe a forensic examination} for additional repair.

4. Board Communications and Comments – None
5. Review of Action Items -

Outdoor Sign – Jimmy Brown was on site and taking notes. Progress!

Cleaning the Back Porch – Larry Plesent came and looked at the work to be done.

Should be accomplished by end of week.

Jeannette - Town ordinances – copies made – available and done.

Jeannette – Revision to personnel policy based on board discussion. Update and done.

Jeannette – Vintage settee – There has been no interest from our FPF and FB listings to sell the couch and after confirming with the original donor that there is no problem, agreement is made to gift the couch to Maia Newroot.

Doreen – Who is Otto Newport? – Apparently, no one famous and we are not expecting any value on the paintings we have.

6. Treasurers Report - Jeannette had two comments - 1. The \$242 entry under software expenses probably was a hardware purchase and 2. It would be helpful to see an actual invoice from the town for the building insurance expense – ACTION ITEM – Barb will request of Julie. Motion to accept, unanimously approved.
7. Librarians Report – Jeannette presents a draft of the annual fundraising letter to constituents. Several suggestions are made to streamline and create impact. Jeannette will revise and submit to the printer. Doreen is working with the FRIENDS group to prepare the mailing. ACTION ITEM.

Building Use Policy Clarification – General agreement to make the library’s meeting room available to interested parties during library hours and at the discretion of the library director.

There is some confusion on whether the library should attend the town's upcoming budget and finance committee meeting on November 16th. And specifically, whether we will be asked to petition the town should we request increased funds. ACTION ITEM – Jeannette will clarify with Julie.

The library received a letter from the town selectboard dated November 2nd regarding liability for the "Library of Things" program and suggested they may want to meet in this regard. The library currently requires all borrowers to review and sign our "Library of Things Borrowing Rules and Release of Liability" form. General agreement to be available for discussion if/when the town requests.

Motion is made to accept the librarian's monthly report. Seconded and unanimously approved.

8. Old Business –

Current Covid Status update – Protocols remain as is.

Long Range Planning – Sandy Lincoln submitted a report outlining attendance in the VT DOL sponsored Zoom meetings that began in October and continue every Monday through January. An abbreviated "Bridge Plan" is discussed. The need for a designated core group is introduced. Board members are asked to review Sandy's memo and to familiarize themselves with the library's existing mission statement in preparation for a discussion at our next meeting.

9. Meeting adjourned 6:49 pm.