

Rochester Public Library

Board of Trustees – Meeting Minutes

Kelly Kelly (chair), Doreen Jones, Jeannette Bair (librarian), Barbara Shenton (treasurer), Sandy Lincoln (secretary)

1. Public Communications and Comments – None
2. Board Communications and Comments – Board Reorganization
Nominations are made for Doreen Jones to take over as chair, Kelly Kelly to take over as secretary, and Barbara Shenton to continue as treasurer. Motion is made to install trustees as so moved, seconded and unanimously approved. Sandy Lincoln will continue as chair of the subcommittee on Long Range Planning.
3. Approval of Previous Meeting Minutes – Motion to accept, seconded, unanimously approved. Minutes from the March 7th special meeting were also approved as written.
4. Review of Action Items –
 - a. “Be A Friend” poster – Doreen will contact the Friends Group (Tim) and hand this project over to the group. **NEW ACTION**
 - b. Jeannette – New round of advertising for the library director – done
 - c. Jeannette – Continued dialog with Jeff Gephart on the “Scope of Work” for library facilities improvements – in process
 - d. Barbara – Clarification on billing on CV Oil account – done
 - e. PFPI grant – developing – **NEW ACTION**
5. Treasurers Report – General discussion of accounts. Jeannette and Barbara will look more closely at the entries for Adopt-an-Author and general book acquisitions. **NEW ACTION.** Treasurer’s report is motioned to approve with minor comments. Seconded. Unanimously approved.
6. Librarians Report – General review – all things progressing – Motion to approve Librarians Report as written. Seconded. Unanimously approved.
7. New Business –
 - a. Recap Town Meeting – Doreen Jones was elected for a five year term. The library’s proposed appropriation of \$49,935 towards operating expenses was approved without discussion.
 - b. Recap Selectboard meeting = The selectboard agreed to hire a roofing company. Jeannette contacted the Vermont Construction Co. out of Colchester. Also, there is a

noted sag in the top plate in the upstairs southernly ceiling and it would be timely to have them take a look at that as well. VCC to submit an estimate to the selectboard.

Also Interior painting is happening! Sunday - Tuesday, 19 – 21st

Also – 10% from town – Jeannette – **ACTION ITEM**

- c. Status of Needs Assessment filing – continued discussion - Tuesday selectboard meeting
- d. Grant(s) status (PFC , MERP) – continued discussion - Tuesday selectboard meeting
- e. Status of Historic Preservation Review Meeting – We are advised on “adverse effects” on the scope of work proposal - replacing clapboards would potentially compromise integrity of the building. Reinforce flashing – yes. Window restoration – yes. Repainting – yes. We await a letter of directives from the VT DHP to share with the selectboard. Jeannette will contact them to expediate the communication. **NEW ACTION**
- f. Hiring/onboard process for new library director – In process. We are soliciting and receiving applications. The board is asked to consider participation on the interviewing committee and to propose sample questions for the interviewing process. Jeannette will contact the VT DOL for suggestions. **NEW ACTION.**

8. Old Business

- a. Current Covid status – Masks encouraged.
- b. Annual fundraiser update – Approximately \$2000 remains for Library of Things.
- c. Long range planning status – We received a good number of surveys from town meeting and a few additional submissions from the “Hey Neighbor” event. Sandy will work up a folder with more surveys and hang in the post office to get more feedback. Committee plans to meet in May. **NEW ACTION.**

9. NEW ACTION ITEMS –

Doreen – Contact Friends – re: “Be a Friend” poster
Jeannette– PFPI grant in development
Jeannette/Barbara – Adopt an Author – line item review
Jeannette – Obtain SB letter concerning 10% appropriation commitment from town
Jeannette – Contact VT DHP about letter regarding bldg
Jeannette – Contact VT DOL - interview questions.
Sandy – Survey set up at the Post Office

10. Adjournment – 6:49 pm.

