

**ABBOTT MEMORIAL LIBRARY  
BOARD OF TRUSTEES MINUTES  
November 15, 2021**

The November 15, 2021 meeting took place via Zoom.

The meeting began at 7:11 PM.

Present: Anne Bower, Susan Burgess, Tina Clifford, Betsy Rhodes, Jean Souter, Mary Worrell, and Cory Smith, Librarian.

The agenda was reviewed and adopted. The October minutes were approved.

**REPORTS**

*Librarian:* Cory thanked the volunteers who covered for her while she took her vacation days.

The Boy Scouts used our lawn one Saturday in October to promote their organization.

Cory provided a self serve Halloween celebration for the second year. There were two activities, a scavenger hunt and a guessing game, and 31 out of 35 Halloween craft bags were picked up on the porch.

The principal of The Prosper Valley School contacted Tina after she reached out to him asking if we could help the school in any way. He asked if we could help secure 6 copies of particular books for a book club at the school. Cory was able to get some books from the state as well as from us.

Jo Ann Webb got her retirement card and gift on the last day she worked. She may be able to help out in the spring as a sub for Cory or Sue.

It's "puzzle season". Any donated jigsaw puzzles are appreciated.

*Building and Grounds:* Betsy reported that the radon level is up a bit, probably due to the recent rains.

She will be ordering new filters for the air exchange. This occurs every 3 years or so for about \$118. She also needs to replace one lightbulb upstairs. All of the others are good for about 10 years.

There is no news from the town regarding the parking lot or guard rail installation. Any action will have to take place in the spring at the earliest. We will need a few hay bales for erosion protection.

John Barnes met with Betsy and made a plan for early spring to fix the foundation, seal it, and grade the land for the proper drainage. It will take about a week and the cost estimate previously given remains the same.

*Treasurer:* Susan emailed the monthly financials to us.

She will look into getting our own TIN number so she can have access to our Vanguard account.

*Development:* We discussed the latest rendition of the annual appeal letter and came to an agreement for the final copy. Mary will get the letter printed and has everything else ready to go. We will meet Saturday morning at the library to prepare the letters for mailing.

*Community Outreach:* Tina will contact a couple of local authors to find out the possibility of speaking in the spring.

Anne has been in contact with a man from the Cartoon Studies school. She will follow up with him about speaking or running a workshop via Zoom this winter. She also suggested a winter workshop on Tai Chi/Chinese New Year which she would run via Zoom in late January/early February.

*Chair:* Anne met with Joanna Long in the library to choose a painting which Joanna graciously offered to have cleaned and restored. After choosing the larger one of the woman, she offered to take a smaller one of a landscape to see about reframing it.

**OLD BUSINESS**

*Vermont Reads:* Jennifer Maxham from the Senior Center would like to read the book before she decides if the center would be involved.

*Energy Audit & radon mitigation:* This will be going into the long range plan. We need to have our foundation work done first before we tackle this subject.

**NEW BUSINESS**

*Operating budget:* We had a discussion and made progress toward finalizing the operating budget.

*Town Report:* Previous to the meeting, Anne sent a draft of the narrative for the Town Report. We reviewed it and noted that Anne and Jeannie chose not to be re-elected in March as trustees. Board members and Cory are asked to be on the lookout for replacements. Anne will complete the report with any suggested changes, and submit it to the Selectboard.

The meeting adjourned at 8:59 PM.

The next Board of Trustees Meeting will take place at 7 PM on Monday, December 20, 2021 via Zoom..

Respectfully submitted,  
Jean Souter