

Minutes of October 21, 2019 Trustees' Meeting, Abbott Memorial Library

Present: Trustees Anne Bower, Tina Clifford, Nancy Merrill, Betsy Rhodes, Tessa Westbrook (Jean Souter absent); Cory Smith, Librarian.

The meeting began at 7:03.

Agenda was approved as presented.

Minutes accepted as mailed, with correction to spelling of JoAnn Webb's name.

Reports:

Librarian—Cory presented a written account (attached) of four months worth of data and summary of programs from that period. We were all glad to have her back after her illness.

Building & Grounds—Betsy reported radon is fine at 3.8; John Barnes did the front porch repairs needed (\$475). Betsy, Kevin Geiger, and Cory graded the area behind the back (basement) door and used stones to create a doorsill there. Betsy also moved the leftover cresting tiles to border the walkway between ArtisTree and the Library—everyone likes how it looks. We agreed that if there's an event at ArtisTree when the Library is open and staff see cars filling their parking lot it would be wise to put our traffic cones at the walkway edge to prevent parking on the end of our walkway. And related to the walkway, Betsy agreed to talk to Art Lewin about adding hardpack between the now raised new paving on Library St. and the walkway so that there's a smooth transition between the two. Betsy repeatedly tried to have John Symes come and repair the rotten basement window frame we've been concerned about, but having no luck there will go ahead and have Gregg Peterson (Husband For A Day) do the work; we approved the cost of \$520 and asked that this include priming all the wood surfaces. Betsy had Ottaqueechee Plumbing check out the toilet and sink; toilet can be repaired by replacing valve (\$60) and the sink should take a quick, easy 2-3 minute repair. We happily approved these measures.

Treasurer—Nancy presented a handout of Profits & Losses, Budget vs. Actual which led to useful discussion of the next budget we need to prepare. Nancy provided reminders about who needs to think about which budget items as we move forward. At our November meeting we'll make and approve a budget. Nancy also provided a clear chart of how much we pay for electricity, showing the solar credits we receive. We don't yet know if the Town will again require level funding for next year, but expect to hear something from them soon. Nancy plans to speak to Chuck Gundersen about the transition to his role as treasurer.

Development—Tessa will send a draft of the fund-raising letter by email and will check with Becky Fielder about changes to residents in Town (for the mailing list). Tessa will buy supplies so that we can gather on Thursday, Nov. 14th, at 4 p.m. to do the mailing. We agreed to bring food and beverages and make this a social time so that the work goes more easily. Some of us can start at 4, others will join later.

Outreach—Tina will make contact with Woodstock H.S./M.S. Librarian to see how we can be part of their Vermont Reads program, and Cory will help with that too. We may need to provide a letter of support for their grant application.

Chair—Anne reported on the basement bannister progress. She sent Laura Foley a thank you for her

presentation and the donation of book sale money (\$335) as well as a set of her books for the Library (tax deductible).

Old Business: Upcoming Programs—Tina and Mike Leonard visited ArtisTree and learned how to do set-up for the Nov. 1 “One Town at a Time” program. We signed up for bringing refreshments. Any trustees who can help set up chairs etc. should come to the ArtisTree Hayloft between 1 and 3 on Nov. 1. Program begins that day at 7. And that led us to make plans for the Oct. 29, 5-6:30 Halloween party with people agreeing to play various roles including cleaning and set up on the 28th from 1:30 on. Sue and Cory will decorate upstairs and we'll all help in the basement. We signed up for refreshments. Neil Lamson is donating some pumpkins so pumpkin painting will be a new activity this year. (Re both programs, Anne will post again to listservs and now include the Woodstock Digest.)

New Business:

Annual Review of 3-yr. Capital budget for longterm needs. Betsy presented the list and after reviewing it, and we discussed the items. Given all that has been accomplished over the past two years what remains is: slate roof tile maintenance every 2-3 years, due in 2021 (approx. \$1500); basement wall maintenance—here we decided that merely patching where the walls peel isn't dealing with whatever the underlying issue might be so we should hire an expert to analyze the situation and suggest possible solutions (we agreed to budget \$2000 for such a consultation although we can't closely estimate what the cost will be) . Betsy will speak to Kevin Geiger and Anne to folks at the state division of historic preservation about a person to hire. And of course we will be taking care of the basement window this year (\$520).

Storm windows—Cory said that Peter Gebhardt will again install the storm windows as a volunteer.

Other items listed under new business on the agenda were all covered in routine reports.

We agreed on November 18th for our next meeting.

Meeting adjourned at 9:45.