

**ABBOTT MEMORIAL LIBRARY
BOARD OF TRUSTEES MINUTES
January 18, 2021**

The January 18, 2021 meeting took place via ZOOM.

The meeting began at 7:05 PM.

Present: Anne Bower, Betsy Rhodes, Chuck Gundersen, Heather Durkel, Tina Clifford, Jean Souter, and Cory Smith, Librarian.

The agenda was reviewed and adopted. The January minutes as amended were approved.

REPORTS

Librarian: Cory reported that the Kanopy subscription is up and running. She set up a few accounts to make sure it was working properly. She will send barcode numbers to the trustees to try out, and then put the announcement on Abbott's webpage, as well as the listserv. Any patron who wishes to use it will need to get a barcode number from Cory. This subscription allows each patron to see up to 4 movies a month.

The Valentine craft bags are ready to go and will be put on the front porch.

Cory was asked to make book suggestions to a third grader who won two grants for school projects on anti racism.

The library has continued to be used regularly with books and puzzles coming and going. The inter library loan is busy both ways also.

Building and Grounds: Betsy reported that the radon level is a bit higher than it has been but still okay. She and Cory will meet to make plans to repair the ceiling around the newish light fixtures.

Treasurer: Chuck reported that the financials for December are fine, after what seemed to be a slight discrepancy with the town. He has been in touch with Susan Burgess who said she is willing to take on the role of Treasurer for the board.

Development: Heather reported that the money that has come in so far for the annual appeal has been in keeping with the last few years. Everyone was pleased with the amount because this year has been quite unusual due to the pandemic. She also mentioned that the personal notes that we put in our letters tend to make a difference.

Cory and Betsy reworked the format for the planned giving cards that will be placed in the library. Any editing ideas from board members should be sent to them as soon as possible. Cory will talk to Marie Cole about putting the planned giving link on the website along with the Kanopy information.

Community Outreach: No programs are planned at this point.

Chair: Anne has been working on how to use PayPal for our fundraising efforts. She may ask Marie Cole for help in the future if she cannot figure it out.

OLD BUSINESS

Foundation work funding: After speaking with a man from The Preservation Trust of Vermont, Anne realized that our timeline for repairs does not fit in with any possible grants. But she did find out that we could apply for a grant to hire an architect to do a preliminary study on the feasibility of making our building disabilities accessible. After considering this option, we gave the go ahead to Anne to pursue this grant.

Fund-raising letter progress: See Development.

NEW BUSINESS

From Trustees Calendar

Town Reports: The budget and the narrative for the Town Report have been sent in. The new trustee, Susan Burgess, and returning trustee, Heather Durkel, are all set to be elected and voted in at Town Meeting.

Annual Librarian Evaluation: A Zoom meeting with Anne, Tina, and Cory will be set up.

Trustees Goals for the Year: We went over the general goals which are on going, and the specific goals, in which most have been met. We discussed our last goal which is to create online access for our programs. Little did we know at the time that we would be in a pandemic where in person meetings would not be happening. We are considering holding Zoom forums for now. The Invasive Plant program was suggested, which usually takes place in early spring. Betsy will look into possibly setting this up. Other ideas are welcome, such as an energy forum or a discussion on global warming.

The meeting adjourned at 8:35 PM.

The next Board of Trustees Meeting will take place at 7 PM on Monday, February 15, 2021 by ZOOM.

Respectfully submitted,
Jean Souter