

**ABBOTT MEMORIAL LIBRARY
BOARD OF TRUSTEES MINUTES
May 17, 2021**

The May 17, 2021 meeting took place via ZOOM.

The meeting began at 7:08 PM.

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

The agenda was reviewed and adopted. The amended April minutes were approved.

REPORTS

Librarian: The Invasive Plant Program led by Betsy Rhodes and Alan Graham via Zoom went well with approximately 25 people in attendance. There is a link to it on the front page of our website for anyone who would like to view the program. Cory made 27 Arbor Day Craft bags which can be found on the front porch. Seventeen have been picked up already.

On June 23rd, Dead River will be cleaning the furnace. This is part of our service contract.

Cory will finish ordering Abbott's books, movies, and audios by the end of June. This past week she finished ordering for the LUV (Libraries of the Upper Valley) co-op, which she is in charge of coordinating this year. Betsy and Cory attended a site visit (Teago project) with a selectboard member and the road foreman regarding the streambank, traffic flow, and parking on Library Street. No decisions have been made but everyone understands the concerns. We're not sure about our financial contribution, if any. This was discussed further under Betsy's report in Buildings and Grounds. More information will be presented at a future selectboard meeting.

Building and Grounds: Betsy reported that the radon level is acceptable. We may be pursuing an energy audit suggested by Susan at a later meeting. This "acceptable" radon level was discussed further as Susan brought up the idea of needing more work spaces in the library, the basement possibly being one of them.

The dogwood that Alan and Chris Graham "rescued" from Chippers and planted at the library /ArtisTree border is doing well.

The roof inspection and repair done by Carl Scardella from Fair Haven was done at the cost of \$875. Anne asked for a breakdown of the cost and realized that we were given a break and that the price was very fair considering the work required and time it took to do the repairs.

The foundation work by John Barnes, stone mason is good to go, either spring or fall depending on the weather and his schedule.

Treasurer: Susan is working on the year end budget. She sent out monthly data and information on our investment policy and performance to the trustees prior to our meeting tonight. This was discussed under New Business.

There was a discussion on our received solar credits and how they should be reported, which up to now have been recorded as in kind in a footnote in our town report. Due to GMP's policy change, we no longer get as many credits as we once did.

Development: Mary reported that she and Heather have corresponded through email and will meet sometime this month to go over the job of the development coordinator, the annual appeal being the main focus. She printed up some planned giving cards which are in the library now.

Community Outreach: Anne and Kevin Geiger are still open to doing a program around energy consumption and our carbon footprint. Anne asked him if he might present what he did with Two Rivers Ottauquechee Regional Planning Commission. She's still waiting to hear back from him.

The Vermont Humanities Council sponsors the Vermont Reads program each year. This year's book is We Contain Multitudes, by Sarah Henstra, a novel in letters between two teenage boys. Anne suggested we

participate again this year and she is willing to write up the application once we decide when and how we will approach it. Cory will contact the high school librarian to see if she is interested in pairing up with us. Betsy talked to Mark Binder today about a possible summer “Moth”. As things progress in terms of health safety, it may be doable. If held indoors, windows would be open and the number of people would be limited. Mark requested that the speaker not wear a mask, although members of the audience should. A question came up about how to connect with new people in town, as our population seems to have increased. It was suggested that a letter be sent to introduce ourselves. Anne will contact Becky for a list of new names and addresses.

Chair: Anne heard back from The Preservation Trust of Vermont regarding the grant written to secure an architect to write up some plans to make our building handicap accessible. Because our building is so old and complicated, the architect needs \$700 from us (instead of \$500), and the grant would also supply \$700. The board approved the extra money and Anne will let the representative from the trust know. A discussion about the many possibilities the architect could come up with followed.

OLD BUSINESS

Zoom Programs or outdoors?: We’re hoping to go outdoors with any summer programs. (See Community Outreach). We’re also planning our next board meeting to be held in person.

NEW BUSINESS

From Trustees Calendar:

Window Screens: Cory will deal with making sure they are put in.

Review Long Range Plan: A committee needs to be formed soon for the 2022-2026 plan. It should be made up of some trustees, some community members, and Cory. The committee meets via email and in person 5 or so times. If interested, contact Anne.

Review operating policies: This was re-approved in April 2021 and there were no changes.

Review of Investments and Investment Policies: Susan presented the investment performance and the reserve account. We looked at the investment policy and decided we should have a long range financial plan. Anne suggested that an Investment Study Committee be formed with two main goals; revise the existing policy to include long range planning, and look at our present investments and see if they should be changed and/or be in line with our philosophy. This committee will be formed with Susan, and trustees should contact Anne if interested.

Review manner of paying bills: This has been done.

Review year end budgetary status: Susan covered this in her Treasurer’s report.

The meeting adjourned at 8:40 PM.

The next Board of Trustees Meeting will take place at 7 PM on Monday, June 21, 2021 in PERSON!

Respectfully submitted,
Jean Souter