

## Abbott Memorial Library

### Board of Trustees Minutes September 18, 2023

The September 18, 2023 meeting took place in person at the library.

The meeting began at 7:15.

Present: Cara DeFoor, Susan Burgess, Mary Worrell, Doug Abbott, Cory Smith, Betsy Rhodes

The agenda was reviewed and adopted with 2 additions.

The August 21, 2023 Minutes were adopted

### **Reports**

#### Cory Smith (Librarian)

- The courier grant has been submitted.
- Cory picked up the VT reads books from the high school last week, Last Night at the Telegraph Club
- More than twenty kids have checked back in for their reading prize.
- Beginning on September 28<sup>th</sup> and continuing through mid-November, Storytime for babies, toddlers, and preschoolers will resume on Thursdays at 10:30am.
- Take home crafts are available at storybook time and will resume.
- Art restoration: Joanna Rudge has offered to have The Little Boy painting cleaned/restored. The board is very appreciative and has accepted her offer. We are tabling the question of whether to restore or replace the frame.

#### Betsy Rhodes (Building and Grounds)

- Betsy has ordered a second dehumidifier at a discount and it will arrive next week
- John Barnes has lowered the paving stone a couple of inches below the door sill so that water will no longer run off into the building.
- Eric Thompson from Ottauquechee Plumbing provided multiple estimates and information on air purifiers. The board has agreed to purchase the EV240 air purifier. The cost will be \$3,200 installed and if it were to be used at full capacity on a full-time basis, we would incur a 15% energy use increase. Necessary additional filters will also cost slightly more. The board voted to approve the purchase contingent on what the new decibel level is expected to be.
- The board will shelve the discussion of whether to purchase a programmable thermostat until after the air purifier is operational.
- During the last meeting Betsy reported that Jim Potter, Town of Pomfret Road Foreman, was going to repair the streambank, parking area and the pothole. We are waiting for the repairs and hopeful that they will be completed before the snow arrives.
- Betsy has cut off the Dead River tag on the fuel pipe and we are now contracted with Irving Oil Company as part of the town negotiations. We will wait for the town to decide on whether to move ahead with a service contract.

- After five years, it is time to reseal the front stairs. After application, it will require a 24-hour period to dry without foot traffic, so ideally it should happen on a weekend, when the library will be closed.
- We will contact Kevin Rice, fire chief, to schedule a fire department walk-through so that in case of emergency the fire department will have a pre-established plan for entry. While they are here, they will check our smoke detectors and make recommendations. If the fire department recommends a lock box, we could put one on the back door.

Susan Burgess (Development):

- The first half of Pomfret's FY2024 Town allocation was deposited in September,
- Susan has provided information on the HUB program which will aid anyone in financial distress residing in Barnard, Bridgewater, Killington, Plymouth, Pomfret, Reading or Woodstock.
- The trustees discussed the status, performance, and utilization of the library's endowment and reserve funds and investments. In particular, the terms of the Abbott bequest specify that income from the fund should be applied towards maintenance of the library building that he donated to the town, as well as collections and objects in the building. We will keep this in mind as we plan occasional purchases to honor Ira Abbott. The other funds are not restricted.

Doug Abbott (Community Outreach)

- Doug would like to organize an Easter egg hunt.
- Doug will help make a display of Halloween books and has also proposed a Halloween story time for a weekday evening near Halloween.

Mary Worrell (Chair)

- Review and purging of library records will be considered at the next meeting.
- Mary, Betsy and Cory will form a working group to meet at 6pm on October 12 at the library, to brainstorm on HVAC options.

Next meeting will be held at 7PM on October 16, 2023

Meeting adjourned at 9:10pm

Respectfully Submitted by

Cara DeFoor, Secretary