

**Craftsbury Public Library**  
**Board of Trustees Monthly Meeting**  
**October 3, 2022**  
**6 - 7:30 p.m.**

**Next meeting**

Monday, November 7, 2022

**Present**

Lise, Ned, Jan, Allison, Christina, Ailynne, Steve

**Absent**

Mark and Susan

**Call to order**

Ned calls to order at 6:07

**Approve minutes of last meeting**

Christina makes a motion to accept minutes. Lise seconds. Unanimous approval.

**Financial Report**

Please disregard the first financial report Christina emailed this morning. That was missing August. The second one Christina sent is current.

The board discussed the various details of the financial report.

Note:

- "Utilities" line, \$150, is water. Next year we should budget \$200.
- The "Fundraising" looks like we're coming up short, but that is a reflection of the income we're still expecting from the Annual Letter. We think we're still on track. It's possible we may be able to get through the year without dipping into our investment account.
- We want to be sure that we take advantage of the Efficiency Vermont rebate for the lights. Has that happened? It's possible the rebate/credit came out at the point of sale?

Ned makes a motion to approve the Financial Report. Allison seconds. Unanimous approval.

**Librarian's Report**

- Palace project is on track. This is the new eBook and audiobook service.
- New afterschool programming looks good
- Garden cleanup is on Thursday
- We'll continue to keep track of the COVID situation. No changes to the library's approach at this time.

## **Working Group reports**

Not much to report for working groups. We're all scheduling meetings forthcoming. A few small updates: we need to make a nominating committee for new board members, and the personnel group is meeting soon. Should we do a Skida sale at the winter market this year? Allison will check with Skida folks. Winter Market will take place Saturday December 3rd.

## **Board makeup/nominating committee**

The bylaws say, about the number of board members, "the board shall elect *up to* 9, and the town shall elect 1." What is the ideal number of trustees? We *need* 1 town-elected person and could have 2 more board-elected (we're losing Ned soon and we lost Chris and Mitch). We could have a smaller board, with more organized volunteers. The working groups could be made up of board members *and* community members. Could even be a good opportunity to recruit new board members in the future.

Who wants to be on the nominating committee? Lise and Susan

Come up with a list of potential names for the November meeting. In December candidates can come to the meeting for the first 30 minutes to check it out and see if they're interested. We can vote in the January meeting.

Send names of nominations to Lise and Susan, including a reason why you think they would have skills or qualities that would help round out the board.

## **Other items**

The board reviewed and discussed Vermont Statute, Title 12, Chapter 201: Immunity from Liability for libraries. It was discussed in relation to a letter that the board received from a community member regarding the library's COVID procedures.

## **Trustee Fundraising Letter**

Ned is happy to write this year's letter.

Text will be prepared by the beginning of November.

We will continue with the tradition of dividing letters among board members and adding personalized touches and try to have them out for giving Tuesday.

Jan will consult with Susan and maybe Polly on the distribution process.

## **Adjournment**

Christina made a motion to adjourn. Steve seconded. Unanimous approval.

Meeting adjourned at 7:29 p.m.