

Craftsbury Public Library
Board of Trustees Monthly Meeting
December 5, 2022
6 - 8:30 p.m.

Next Meeting

Monday, January 2, 2023

Present

Ned, Lise, Mark, Christina, Alison, Jan, Susan, and potential new members: Allen and Misty.

Absent

Steve, Ailynne

Call to Order

Ned calls to order at 6:15

Opening remarks

Ned spoke about his 8.5 years of Library Board work and the growth and expansion of services at the Library. He sees many challenges ahead and asked that each Board member keep in mind the Library's Mission statement:

The mission of the Craftsbury Public Library is to enhance the life of our community by providing resources that communicate ideas and enrich personal living.

Ned cautioned that some important financial decisions when planning next year's budget. There will need to be frank discussions going forward.

Approve minutes of last meeting

Lise made a motion to accept last month's minutes. Christina seconded.

Financial Report

Christina presented the comparison of Budget Vs. Actuals Report. After much discussion over different categories' numbers, it was decided there is a need for clarification in the Quick Books coding to align with Library's accounting system and provide more detail on categories.

Christina, Janice (bookkeeper) and Susan will recode Budget items early next year. Christina said there are more "reports" available within the Quick Books system which may be helpful.

The Library closes this year in a solvent position, with a \$10,000.00 carryover.

Alison moved the Financial Report be accepted. Lise seconded.

Librarian's Report

Susan brought to the Board a Policy question for discussion. A patron requested using the Library from 7 to 9 p.m. once a week for work related internet meetings. It was decided to

further examine liability and after hours access to the building as the front entry foyer of the building could become such a workspace.

Susan presented her work with Kristin, Albany librarian, to divide the costs of movie streaming and catalog services. A grant from the Craftsbury Community Fund will help cover costs of Kanopy for this first year. Future budget for these services will be examined in May.

There is a volunteer, Nikki Courchaine, hosting three gift wrapping sessions at the library this month.

This month, the Vermont Humanities Council's pamphlet "Freedom and Unity" is being read by the 5th Grade Class prior to a session on Vermont democracy hosted by the Library with local leaders in government.

Jen, Children's Librarian, has scheduled outreach to the Craftsbury Saplings this month. Paula, Jen and Susan have completed efforts to improve the Catalog and Collections. Two Grants were received this month: \$4,000.00 from Climate Catalysts Fund for the solar project and \$5,000.00 from the MGN Foundation (Family of Marcia Nappi).

Vote on Salaries and Budget Proposal

Lise presented a draft of the Proposed Budget for 2023. Ned added that this draft was approached in a conservative manner. There was discussion on appropriation request to the Town, whether the Town meeting will be "in person" or Australian Ballot.

Susan asked Board to consider its priorities as she is facing higher Health Insurance premiums. Lise mentioned sustainability for the long run. Ned said the committee will find reasonably predictive numbers on budget and expenses keeping in mind issues of fundraising, town appropriation and the current state of the economy.

The Budget Committee will meet again before the end of this year to finalize the draft.

The Board vote on Budget for 2023 will be made at the January 2 meeting.

Appropriation Request to Town Clerk

Christina will work on the request in January.

Nominating Committee Working Group

Misty Allen and Ann Ingerson have accepted a nomination for Board membership. Allen Turnbull is considering his nomination. We may keep Board at 8 members.

Adjournment

Ned made a motion to adjourn at 8:30. Lise seconded.