

Craftsbury Public Library
Board of Trustees Monthly Meeting
April 3, 2023
6 - 7:30 p.m.

Next meeting

Monday, May 1, 2023

Present

Jan, Kim, Marc, Alan, Ann, Alison, Steve, Ailynne

Absent

Susan, Misty

Call to order

Jan calls to order at 6:03

Addition to the agenda

There will be a tour of the solar project with Vince O'connell this Friday, April 7th at 9am. Steve wants to add a building and grounds update.

Board training

This month's board training was on Open Meeting Law. It was short and sweet. Jan appreciated the piece about Executive Session.

Approve minutes from last meeting

Steve makes a motion to approve the minutes as corrected. Jan seconds.

Financial Report

Backpayments for unemployment insurance are missing from the March report. Everything else is up to date. The bulk of the grants and expenses for solar was spent last year but there are additional expenses and grants being posted now so it seemed important to bring it into this fiscal year. The 2023 to-date grants that have come in are listed in this year's fiscal report. Side note: the Department of Libraries says best practice on grants is that they should never be added into your yearly budget.

This brings up a discussion: should we send a mid-year letter (and/or have a separate donation option) to donate to a true endowment?

Alan moves to accept the financial report. Ailynne seconds. Unanimous approval.

Librarian's Report

Susan is not present because she is attending the VT library conference but a brief summary of her report is:

- Tons of programming going on! People are glad to have something to do in mud season. Some hits have been: traveling slideshows, createvenings, craft swap, talk of the hearth, pysanky egg decorating, and sterling farm/sheep storytime.
- Two grants came in to support internet costs and digital services. Susan submitted the Needs Assessment for the Capital Projects grants and also submitted a grant application for more books for the Books for Babies bags.
- Our magazine vendor is discontinuing services. This brings up the question: how much do our magazines get used? Susan is looking into this, and other options for the future.

National Library Week

April 23rd to 29th. Theme this year is there is more to the story. Trying to draw attention to library services outside of book circulation (library of things, etc.). Should we run this now, and draw it on National Library Week? Or run it during National Library Week? Alan will post about the weed wrench. Ailynne will post about story time. Jan will post about loving the library and looking forward to the Barn Dance. Alison will post about DVD collection and digital services. Kim will send out an email to let people know when to post.

Working Group reports

Policy/Planning

The group will meet on Wednesday, April 5th. Hoping to have a rough draft of the long range plan by the June board meeting.

Fundraising

Susan is taking the helm on the plant sale (May 20th), Misty is tasked with getting tables. Jan will be the Craftsbury library representative on the Barn Dance (May 20th) committee. We still need to figure out: who will sell tickets, who will coordinate the silent auction, who will coordinate parking. These tasks will be split with Chamber Players and Simpson Library. CPL is tasked with parking. Steve and Ann will volunteer. Jan will volunteer for ticket sales. The Garden Tour is Saturday June 17th. The Book Sale is July 8th (Antiques and Uniques weekend). We're not open for book sale donations yet but there is already a stack of books downstairs that could be sorted into fiction/non-fiction if anyone finds the time.

Grounds and Building

There is money set aside for the building and maintenance fund. Steve asked Harry Miller to come do a quick assessment of work that the building will need in the near future. Painting the building is a given. Resurfacing the driveway is also a priority. Do we want the maintenance fund to be a board-discretionary fund? There needs to be some discussion in the investment committee about how that should be used, when, and how much of it? We should have a written policy about it.

Adjournment

Alison makes a motion to adjourn at 7:15pm. Marc seconds. Unanimous approval.