

Brown Public Library Board of Trustees Minutes  
January 16, 2018

Members Present: Maryann Beaupre, Interim Chair; Katie Wawrzyniak, Vice Chair; John Stevens, Treasurer; Maryann McGinnis, Secretary; Cynthia Bushey, Tossy Garrett and Sherri Brickey, Library Director.

1. Meeting called to order at 4:59PM.
2. Approval of Agenda; unanimously approved.
3. Motion to accept Minutes as is from the November 28, 2017 meeting made by John and seconded by Katie; unanimously approved.
  - a. Two clarifications on bathroom vandalization: the wall behind the toilet is still in need of repair and Lynn Doney has stated this project as time permits. Sherri did speak to police and Jeff Schulz about the incident, but no report was filed by either party.
4. Treasurer's Report-
  - Motion to accept November's Treasurer's Report made by Katie and seconded by Tossy; unanimously approved.
  - Motion to accept December's Treasurer's Report made by Tossy and seconded by Cyndi; unanimously approved.
  - The Annual Appeal totals so far: \$7603.00, with a net of \$6119.89. Printing and mailing costs were \$1483.11 and the totals for thank you cards and postage not included.
  - Looking to replace photo copier with a refurbished one, which is less expensive.
5. Director's Report-
  - Promise Committee get-together is Sunday, January 28 from 3-5pm. Light refreshments will be served.
  - Snow removal from library steps and walkways continues to be a concern. The town did not shovel for our December 12th and 13th snowfall. January 9<sup>th</sup>, Sherri contacted Jeff Schulz that the steps and walkways needed to be cleared and that we had no salt. He did send someone up immediately to handle both concerns.
  - Sherri has compared prices of new best sellers from Amazon and Baker and Taylor and has found that Amazon continues to be less expensive.
  - Author talk with Carol Noyes is set for Thursday February 22, 2018.
  - Also working on getting a speaker from the Vermont Humanities to talk about *Fake News* and would like to contact Norwich and the HS to see if we can get some students to attend.
  - Sherri is hosting a Directors' Meeting on February 2<sup>nd</sup> from 10-12pm.
6. Old Business-
  - Volunteer Appreciation event will be finalized at February meeting. Event to be held in March or early April.
  - Reviewed the fundraising ideas that were discussed in November:

- Find that next sip and paint idea (pallets, planting).
- Basket raffle or silent auction during annual book sale; work on items for this.
- Speak with local eateries about a library night.
- Apply for Rotary Grant.
- Advertise book sale earlier.
- Would also like to see if Cabot would be able to help with fundraising.
- The formulation of by-laws revamping is tabled until our February meeting. Will discuss plan of direction.
- Heating unit in bookstore cannot be replaced. Discussed some ideas to help keep out the drafts which included window wrapping (plastic wrapping on inside of windows) or screens that can keep out the cold.

#### 7. New Business-

- Kathryn Szelag would like to promote the Bookstore by having a Valentine Grab Bag activity. She has asked for \$10 to purchase 10 boxes of Valentines. Each Valentine envelope would have a bookstore certificate of *either* \$1, \$5, \$10 or \$20 and for a \$1, patrons can purchase a Valentine envelope that includes one of the dollar amount certificates. You won't know which one until you open envelope.
- Discussed having at least one board member attend library functions.
- When library is closed due to weather or other issues, update voicemail to reflect this change.
- Motion made by Cyndi to move the Weiss Bequeath from a CD to a mutual fund; seconded by Tossy; unanimously approved.
- John would like to contact some companies about waterproofing the basement.
- Had a basement water leak last week with rain and melting snow. Sherri contacted Jeff Schulz and he sent Pat Demasi to investigate. Sherri was able to vacuum up several gallons of the water. This is an ongoing problem with rain or snow melting.
- We have two people who have turned in their petitions for the open board positions.

Tossy made a motion to move into Executive Session to discuss personnel matters. This was seconded by Katie and unanimously approved. Came out of Executive Session at 5:59 pm; no motions were made.

Next meeting February 20, 2018 at 5:00 PM in the Community Room.

Respectfully submitted,

Maryann McGinnis

