

## **Minutes from Brown Public Library Board of Trustees- 4/17/18**

Present: Sherri Brickey (library director), Maryann Beaupre (president), Katie Wawrzyniak (vice president), John Stevens (treasurer), Tossy Garrett (secretary, taking minutes), Cyndy Bushey (MAL), Gail Hall (MAL), Larry Garland (MAL)

5:03 Meeting called to order by Maryann

5:04 Approval of Agenda- there is one addition, we need to approve both this month's and last month's budgets under treasurer's report. Katie moved, John seconded- motion approved.

5:05 Approval of March minutes- John moved, Katie seconded- motion approved.

5:05 Treasurer's report- John went over our financials line by line for our new board members. He does the report monthly, more than the recommended quarterly, using quickbooks.

Katie mentioned we should send out a notice for the Amazon Smile donation option over FPF and the annual appeal to try to get more people giving to the library through their Amazon purchases.

Tossy moved to accept both Feb & March reports, Katie seconded-motion approved.

5:30 Librarian's report- Patron visits were up in March, possibly due to tax season preparation on the computers. Sherri made her monthly visit to the senior center. Patrons have been complaining about the pigeon droppings. If Sherri is able to take one or two core classes every quarter she may be able to get the points needed for her Librarian Certification within the allotted 5 year timeframe. Both Kathryn and Britta are also interested in getting their Certifications, which will be a focus after Sherri gets hers. Britta's weekend Spring Planting workshop went well, and our Volunteer appreciation event also was fun.

5:40- Old Business

- Pigeon Situation: Larry researched some information on what to do about the droppings in the entryway. There are no federal but some state laws to research if we need to do any extermination. He contacted Wildlife Services, if they did any pest control they would charge (Norwich contracted with them about 5 years ago). They said the spikes we have up over the door are working and suggested putting some spikes between the alternating bricks in the overhang. Our owl decoy will not scare them as they are not nocturnal, but possibly getting a hawk decoy would work. This is not very expensive. We could also barricade the area with wire

screen, although that may be visible and could also affect the building's historical standing. We could also use soap again, which worked, but that would have to be reapplied. The town could potentially power wash the building occasionally too. Maybe one of the local boyscout groups could take this issue on as a project. Gail will also contact the school's STAR program about the possibility of building the wiring frame.

- By-Laws revision: the committee has not met, will revisit this
- Basement Water Situation: VT Concrete Cutting Co. proposed a solution for \$2500, which is significantly less than the Basement Solutions proposal to fix our standing water in the basement. This sounds like proper use of the Wellington Fund, Cyndy wondered if the town would split the cost with us. We will go with this company for the work and communicate with the town about the action. Katie moved that we enter into a contract with VT Concrete Cutting Co. to fix our basement at the estimated cost of \$2500, pending a written contract. Gail seconded, motion approved.
- Outside Painting: no new info, will revisit this next month. We had a discussion about the prices quoted to the town; Tossy will draft a letter from the Trustees to the Selectboard stating our concerns about the lowball quote that they accepted. John will also contact someone on the Selectboard to talk about it.

#### 6:05 New Business

- Trustee Committee assignments- we have openings for the Budget & Endowment, one for Fundraising, one Volunteer/Employee recognition, one Long Range Planning. Larry is volunteering for Long Range Planning and Budget/Endowment. Both Cyndy and Tossy did not appear on the list despite being on committees, so we will find an updated version of the list and revisit this next month.
- Out of Town Borrowers Fee- last year we went from \$24 to \$25. John stated that since our budget only went up by about \$500, this fee should remain the same. Cyndi moved that the fee remains at \$25, John seconded- motion approved.
- Heater update- John says the bookstore now has a heater installed by Gillespie, it is much warmer in that room now. The thermostat for this heater is on the closing list for the librarians, so it doesn't remain on when unoccupied.
- 5 year plan- will revisit next month.

#### 6:14 No Public Comment

6:15 Cyndy moved to adjourn, Katie seconded- motion approved and meeting adjourned.