

Brown Public Library Board of Trustees Minutes
January 17, 2017

Members Present: Karen Grace; Chair, Katie Wawrzyniak; Vice Chair, John Stevens, Maryann McGinnis, Maryann Beaupre, Cynthia Bushey and Sherri Brickey; Director
Members Absent: Richard Brockway

Patron/Parent attendance: Rebecca Pearish and Tossy Garrett

1. Meeting called to order at 5:00pm.
2. Minutes from the December 6, 2016 meeting - motion to accept made by John and Katie seconded; unanimously approved.
3. Treasurer's Report-
 - Motion to accept report made by Katie; Cyndy seconded; unanimously approved.
 - Four new computers installed and set up for our patrons to use. Deep Freeze program was also installed on the computers at a cost of \$412.50 for three years.
 - John made library budget presentation to Town Select Board.
 - Discussed printing option costs for Annual Appeal and will further discuss in the October meeting.
 - Sherri wrote Thank You Notes to all who donated to our Annual Appeal; postage for this to be added to our budget.
 - Annual Appeal donations totaled \$8160.
4. Director's Report-
 - Volunteer hours down in December due to holidays.
 - On Friday December 2nd, Sarah Snow, our Youth Librarian, submitted her resignation.
 - Karen Grace submitted a posting for Youth Librarian to the Northfield News for two weeks and Sherri submitted to the Seven Days (online version), VT Department of Libraries and Simmons Jobline.
 - We received 11 applicants; set up four interviews and one of the applicants backed out of interview; she was no longer available.
 - Story Hour has been running with the help of our parents and other volunteers.
 - Lydia Petty has been organizing the volunteers for us.
 - Sherri scheduled a birdhouse painting class for the children on Saturday, January 28th from 10-12pm.
 - Received a check from Mary Nadon Smith for the Thred World Party the library had in November, in the amount of \$50. The holiday wreath making class netted the library \$25. The holiday gift basket raffle profit was \$149.74.
 - Would like to schedule two holiday wreath making classes in November, one for the public and one for the Volunteer Luncheon.
 - Sherri also attended a Grant workshop December 15th and 16th.
5. Old Business
 - Weiss Foundation Proposal discussion-the board and parents watched a presentation from our former youth librarian on ways to use this donation. Ideas included librarian desk, coat rack, theater, movable furniture for our youth, book

displays for Vermont Award books and Green Mountain Award books and endcap activity centers.

- Parents and patrons, Rebecca Pearish and Tossy Garret were interested in how the donation would be used in the youth area. They thought coat rack and displays are good ideas and liked the theater idea and wondered if it could be one on wheels...maybe someone local could build it?
- Board members thought the furniture for our youth should be a focus.
- Katie made a motion for John and Sherri to purchase a Youth Librarian desk and coat rack on wheels. Phase two will include Youth Librarian and parent input on other purchases for the youth area, focusing on the youth needs. This was seconded by Cyndy and unanimously approved.

6. New Business

- Tossy Garrett is interested in filling the open board seat.
- Job description for Youth librarian had minor changes made that included 25-30 hours per week and wording of requires "college education" rather than "degree". Revision date will be updated.
- Katie contacted Crothers Environmental Group who came to the library to asses if we had a mold problem. Findings were very encouraging....no mold issues. Recommendations included replacing tiles that have bowed and to purchase an industrial strength humidifier to control the humidity in the community room/basement.
 - Motion made by Cyndy to send mold report to Jeff Schulz; seconded by Maryann B. and Katie. Unanimously approved.
- Jeff, the town manager, has ordered new tiles to replace the bad ones.
- Friends of the Library had several members step down including Judie Desrochers, Marilyn Peace and Kathryn Szelag.
 - Karen encouraged Kathryn to stay on as a non-voting member and volunteer.
 - Margaret England would like to schedule some speakers and apply for a \$500 grant.

Meeting adjourned at 6:08; Katie made the motion and John seconded. Unanimously approved.

Next meeting Tuesday February 21, 2017 at 5:00 PM in the community room.

Respectfully submitted,

Maryann McGinnis

