

Brown Public Library Board of Trustees

Minutes - 2/18/20

Present: Maryann Beaupre [President/Chair], Cyndy Bushey (Vice President), John Stevens (Treasurer), Tossy Garrett (Secretary taking minutes), Gail Hall (MAL), Larry Garland (MAL), Kelli Anne Sutton-Bosley (MAL), Sherri Brickey [Director].

5:06- Meeting called to order by Maryann.

5:07- Approval of Agenda we added two items to discuss under new business (review of Director & new trustee). Agenda approved.

5:09- Approval of Previous minutes. Gail moved to approve January minutes with no changes, Cyndy seconded; voted & approved.

5:11- Treasurer's report. We still have some annual appeal money coming in- \$5950 in total so far, netting about \$4300 after taking printing/ mailing into account. Sherri wondered if we're doing the appeal at the right time of year, and we discussed options. Gail reminded John to ask the mailing center if they could provide a file for the mailing list they used. We have one potential fiscal issue- the form 990 John submits to the IRS is the 'ez' one, based on having assets less than 500k, and our assets are approaching that. We talked about ways to keep assets under that level- things we need to spend money on- fixing the front step is a big one, which we could use our building fund money for. There may be other repairs and improvements needed also. These will need to be done by the end of the fiscal year. Book sales have continued to exceed expectations, and the big bills (insurance, etc) for the next 6 months have been paid. Cyndy moved to accept the report, Kelli seconded, voted & moved.

5:22- Librarian's Report. Volunteer hours for January are at 87.5 hours. The CERV donations were given, and the elevator inspection was completed and passed. Sherri also completed the VT Dept of Libraries Annual Report on time. Storytimes continue to be busy, especially on holidays. The Teen Advisory Board is still getting off the ground, without a lot of participation but Rebecca is working hard to build it. Britta's last day is tomorrow- we decided to get her a certificate to the Falls General Store, and present it at the volunteer appreciation event. Sherri will take care of that.

5:31- Old Business:

1. **New website update:** Kelli Anne hasn't heard from the cadets, so there is no new info.
2. **Musty Smell in Storeroom:** Sherri and John opened the doors to air the room out, and that is helping keep the smell down. There is a dehumidifier running all the time (and it empties into the drain), perhaps we can set the humidity level lower. Sherri also thought we could clean the room again to get rid of clutter.
3. **Member Appreciation Event (refreshments):** we have not yet created a signup sheet for bringing refreshments, but we have most of the supplies for the crafting event thanks to Cyndy and Tossy. Tossy will get sponges and milk, John will bring cardboard, Kelli will bring masking/painters tape, and we passed around a signup for food/tea we will all contribute.

5:48- New Business:

1. **Fundraising committee update:** Kelli Anne, Cyndy, Tossy, and Gail met and made a plan for the coming year. Tossy will type up the notes soon.
2. **Possible Book Sale in March:** on March 8th there will be a Rec Committee pick-up fundraiser dinner sale outside of Kenyons, and Kathryn suggested offering a coupon for the bookstore with

ice cream for all who purchased books. We discussed this and since it is a Sunday decided that this wouldn't work well. Kelli suggested giving a coupon with each dinner (buy 1 get 1?) to drive future sales instead of requiring people to come on that day... we decided this would be a good option. Gail will ask Sally how many dinners they usually sell, and also ask Kathryn to make a corresponding number of coupons.

- 3. Other business:** in order for Dale Kunkel to get on the board, we need to ask the Selectboard to appoint him- then he would officially be on the board by the March meeting. John will write a letter to the selectboard asking him to be approved.

-Sherri has had a college student that plays guitar in the community room ask if he can ask for donations for his 'open house' style music events. We discussed the precedent for sales/donations, and we decided that he can try it once and we'll see how it goes.

-Larry will be ending his time on the board after this meeting- thanks, Larry, for serving on the board!

6:04- Public Comment: no public present

6:05 - Larry moved to adjourn the meeting, Tossy seconded; voted & moved. Meeting adjourned.