

Brown Public Library Board of Trustees

Minutes - 10/20/20

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

5:02- Meeting called to order by Maryann.

5:02- Approval of Agenda: approved

5:03- Approval of Previous Minutes. No discussion or questions. John moved to accept the September minutes, Dale seconded; voted & approved.

5:04- Treasurer's report. Financials are doing fine. John clarified a few questions about the budget. Tossy moved to accept the treasurer's report, Dale seconded; voted and approved.

5:07- Librarian's Report. Sherri is having computer trouble and her microphone isn't working. We read her written report.

5:10- Old Business

- 1) **COVID-19 DISCUSSION:** Sherri is planning to continue the current course of operations with no plans to open further. Since other schools in the area have gone fully remote, we talked about using the school as a benchmark for the library- if the schools go remote, we would close the in-person appointment hours and return to curbside pickup only. We have enough sanitizer and other supplies.
- 2) **Appeal Letter:** We discussed and decided to change the quilt raffle amount to one ticket per \$25 increment. Sherri will change this and print the letters. Tossy will stop by the library to sign the letter. We do have a non-profit license for postage. If we have more need for help stuffing the envelopes, Maryann knows a couple people at the Senior Center who are willing to help.

5:24- New Business:

- 1) **Steps to Continue Opening:** We are not going to open further because of the higher local covid numbers.
- 2) **Computer Problems:** Sherri's hard drive died, John is exploring options to replace this. RB Tech recommended we replace all the staff's monitors also, will be about \$500. We will wait until covid is over to replace monitors on the public computers, and deal with other issues as they arise instead of all at once.
- 3) **Other business:**
 - a. Tossy met someone who is starting a program in Waitsfield teaching parents how to incorporate outdoor education into home or remote schooling. We could schedule a presentation with her (in person or remote) at a later meeting to discuss bringing this to the library.
 - b. Budget discussion- other than increasing the technology budget, most of the budget is the similar to this year with small adjustments. Kelli moves to accept the 21-22 budget, Cyndy seconded- voted and moved.
 - c. Cyndy wondered if anyone had volunteered for apprenticing with John for the treasurer position. Dale is willing to try- thanks Dale! Cyndy moved to name Dale assistant treasurer, Tossy seconded. Dale accepts the nomination. Voted and moved.

5:40- Public Comment: no public present

5:40- Executive Session: not needed.

5:41 - Cyndy moved to adjourn the meeting, John seconded; voted & moved. Meeting adjourned.