

Brown Public Library Board of Trustees

Minutes - 2/22/22

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

4:00- Meeting Called to Order. Agenda changed, to have executive session first. No other changes.

4:04- Executive Session: John moved to enter executive session, to discuss personnel issues. Gail seconded; voted and entered executive session.

** minutes recorded separately **

4:37- John moved to leave executive session, Cyndy seconded; left executive session, no further action needed.

4:38- Previous Minutes. Dale moved to approve December minutes, John seconded- minutes approved.

4:39- Treasurer's report. Annual appeal has brought in about \$7000, netting about \$6,500. The new computers are ready, except for setting up Microsoft- John is working on getting their non-profit pricing. Financials look good otherwise. Cyndy moved to accept the treasurer's report, Gail seconded; voted and moved.

4:41- Librarian Report- patron visits were down last month, but checkouts are on par (with curbside pickups and some deliveries). Sherri sent the annual report to the VT Dept of Libraries on Jan 3rd. She thought we should start the annual appeal in October this year to avoid the holiday rush. January was a quiet month for the youth side of the library, but the Friday playgroups have finally started up.

4:49- Old Business:

- **Furniture-** we are still discussing the best options to keep expensive shipping costs down
- **Lights-** John found someone to replace the lightbulb fixtures/bulbs, and Efficiency Vermont will rebate some of that cost.
- **Tech Plan-** there has been other things to focus on so this hasn't happened yet.
- **Door Fix-** Dale has found hinges- they are \$375, needs payment up front then lead time is 6-8 weeks. Tyler Demas said he will come look at the door to estimate the work needed when he has time.
- **Update on Hiring-** the person from The Veterans' Place (hired to fill some of Kathryn's hours) is working out well.
- **Energy Committee update-** Sara Wolfe can connect by Zoom at next meeting, we do have questions about what their rebate might be for the plexiglass, etc.

4:59- New Business:

- **Library Fines-** Tossy talked about her experience with the Barre library, who stopped charging fines during the pandemic and may make that permanent. Their youth librarian was glad to not be enforcing fines and didn't see a big difference in how patrons returned material. Gail mentioned that Kellogg Hubbard also has no fines, and Cyndy said Roxbury doesn't have them either. Sherri says the email reminder system isn't working, which would be key to reminding patrons about due dates and late books. The other libraries mentioned email multiples warnings and notices about due dates and late books. Sherri waives many late fees already, and

wonders where the money would come from (about \$1000/year) if we didn't collect any late fees. Sherri will email her list serve of other libraries to get feedback and we will discuss more at the next meeting.

5:10- Other business: Cyndy mentioned that the outer door for the community room access doesn't shut completely. John says that it is the town's responsibility, and he has already mentioned it to Jeff a few times with no response. He will follow up on this.

5:12- Tossy moved to adjourn the meeting, Cyndy seconded; voted & moved. Meeting adjourned.