

Brown Public Library Board of Trustees

Minutes - 4/18/23

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

5:03- Meeting Called to Order (Maryann), Agenda review. Cyndy asked to add a discussion of a raffle donation to Other Business, and the Tech Plan is also added to Other Business.

5:04- Previous Minutes (Tossy). We reviewed the previous minutes as a group. Gail moved to approve the February minutes, Dale seconded; voted and approved.

5:09- Treasurer's report (John). All bills and employees are paid. The remaining \$700 for the new revolving shelf is also paid- the shelf came in \$100 under quote. We have a new employee who started as a page at the library- when she works her required 200 hours we'll raise her up to an assistant. There were no other questions on the report. Cyndy moved to accept the treasurer's report, Gail seconded; Voted and approved.

5:10- Librarian's Report (Sherri)- Maryann wanted to address a couple things on Sherri's report. The new chairs have been picked up. Sherri feels the revolving shelf will take time to get used to. She would like the town to replace all missing ceiling tiles downstairs. As mentioned in previous meetings, there have been ongoing religious postings on the public message board from the library cleaners. Maryann has had correspondence with Jeff about this, he said he will talk to the town's attorney about what he can restrict but she has not heard back. Maryann has also dealt with this topic at the Senior Center, and knows that town buildings can't post political or religious messages. There are also other aspects of their contract that they aren't fulfilling, leaving wet floors right before playgroup and being rude to staff. Since there has not been an answer from Jeff about this, John will bring the issue up at the selectboard meeting this week.

5:19- Old Business:

- **Furniture Committee-** New chairs and bookshelf are in place and look great!
- **Billings Farm & Museum Pass-** John says we have not purchased this pass for the library this year. We used to get one for free, now we would have to pay \$150 for the year. Gail asked if it is a popular item to check out. Since Sherri isn't here to answer, we'll table this discussion until next month.
- **Ceiling Leak, Kitchen & Bath Tiles-** the missing ceiling tiles haven't been replaced yet. John found some extra tiles in the furnace room, not sure if there is enough to replace them all. We may need to purchase additional tiles which would be a slightly different style but would be better than having them missing. Jim Russo in the sewer dept would be the person to install them. John will follow up with Jeff about getting this done.
- **Religious Postings on Bulletin Board-** this was addressed under Librarian's Report.
- **5:30- New Business**
- **Elevator Issues-** We failed the inspection for full pass, but don't know what the problem is. The provisional pass is good for 3 months, and has been reissued many times. We are concerned about the elevator's upkeep and safety since we don't know the issue. John will follow up with Jeff on this also.

- **Volunteer appreciation event is this month-** there is only one more week in the month, not much time to plan an event. We have 11 volunteers, and 16 total including staff. We talked about giving a small gift and a hand-signed note from the board instead of an event. Ideas: a creemee certificate, a Lake Champlain chocolate bar, or some pansies from Trombleys. We decided on the pansies- Tossy will bring in some small plastic pots. Cyndy will ask Sherri about whether she has thank you cards to use and we will stop by to sign them.
- **Congratulations for Rebecca-** she has gotten her Librarian Certification, we should acknowledge this. We talked about a \$1000 bonus like Sherri and Kathryn received after getting their certificates, and John advised that we do have the funds for this. Cyndy thought a gift certificate to a place in town would also be appropriate. Dale knows that Rebecca and Simon get takeout from DS Café, so we decided to get them a certificate there. Dale will do that.

5:39- Other business: Tech Plan: Kelliann was supposed to review it, but hasn't. Maryann will talk with her and we'll address this next month. Cyndy: Bill Barnard would like to donate a carved bird to the library for a raffle. It isn't carved yet, so hopefully we will have time for him to do it before our Labor Day fundraiser. Cyndy will accept Bill's offer and talk to him about the timing.

5:43- Public Comment- no public present

5:43- Executive Session: none

5:44- Adjourn: Tossy moved to adjourn the meeting, Cyndy seconded; voted & moved. Meeting adjourned.