

Brown Public Library Board of Trustees

Minutes - 2/20/24

Present: Maryann Beaupre (President, Chair), John Stevens (Treasurer), Tossy Garrett (Secretary taking minutes), Dale Kunkel (MAL), Sherri Brickey (Director), Rebecca Pearish (Youth Librarian) Absent: Cyndy Bushey (Vice President), Kelli Sutton-Bosley (MAL). Gail Hall (MAL) arrived late to make a quorum

4:33- Meeting Called to Order (Maryann), Agenda review. John added a discussion of the Szelag scholarship, and a discussion of a grant.

4:34- Previous Minutes (Tossy). John moved to approve November minutes, Dale seconded; voted & approved.

4:35- Treasurer's report (John). We now have over \$10000 in the annual appeal, which is amazing. All bills and staff have been paid, nothing else to report. We realized we do not have a quorum; unable to make any actions for the meeting we moved the public comment forward in hopes that another trustee would arrive.

4:36- Public Comment. Tom Davis (town economic development director) was here to discuss a grant opportunity through the town. AARPA has designated grant funds specifically for capital improvements, renovations, energy efficiency, etc and must be tied in some way to increasing free high speed internet at the library for remote work, telehealth or education. He suggested cubicles, a meeting room, or any space we are not using could qualify for improving access to high speed internet and be eligible for the grant. There will be a town energy audit at the municipal building, and then there will be a choice of applying to the grant for one or both buildings up to \$500k. He asked if we are ready to sit down and talk about our short/longterm visions and how those fit within the grant parameters. He will help us word the application to give us the best chance of receiving the grant. The goal of this grant is to do one major project in every county plus some smaller projects. The deadline is March 12th.

We asked Tom if he has, as a resident or through his job, what he'd like to see done at the library. He would like to see a co-working space downtown (perhaps with low-rent cubicles). John asked if we can upgrade the computers as part of the grant; yes we can.

4:51- Gail arrived during the public comment, making a quorum. We re-voted on approving the minutes. We recapped the Treasurer's Report, Dale moved to approve the Treasurer's Report, Gail seconded; voted & approved.

4:52- Librarian's Report (Sherri). We got 18 new patrons in January. We completed and submitted our annual report to the town in January. Outdoor equipment rentals have been very popular this winter. One of our new volunteers is having to leave her position. Sherri and Rebecca met with Tom Davis to talk about the eclipse, and will continue to plan for that. Sherri hopes to close at noon that day so they can set up for viewing. Rebecca reviewed her youth report, and held several events including another successful Lego challenge.

4:59- Old Business:

1. **Kellianne Tech Plan Survey Results.** Kelli isn't here to report on this. Maryann would like her to consolidate the report she set up, it was a lot of information.
2. **Set Up Dehumidifier.** It is not done yet, Sherri will have a volunteer look at it tomorrow
3. **Handicap Accessibility Update.** the electricians were here today working on the accessible door openers.

4. **Shoveling of Snow.** Sherri called the Veterans place about this and didn't get a response, but the town has been quick with shoveling the last couple of snows.
5. **Fixing Light.** the outdoor light still needs a new lightbulb. Its been cold, will be done soon.
6. **Update for Kitchen.** Some repairs have been made, Maryann is still waiting on the appliances. The company will deliver them but not set them up since other work will be done by the electrician before installation. She has been talking to Jeff Shultz about ceiling tiles, who has said not to purchase any. The ones set aside have been moved, and Maryann doesn't know where they are.

5:09- New Business

- **Library Magnets.** Sherri would like to purchase more, she just found where the previous batch were ordered from. For 250 magnets its \$187 plus shipping, Sherri is asking for approval to purchase. Gail thought the friends could order that, although they are not currently active. Dale moves to approve funds for ordering the magnets, John seconded; voted & approved.
- **Billings Museum Pass.** Its coming up for renewal, and they've raised the price to \$250/year from about \$200. Gail asked if it gets a lot of use, Sherri said it was about 8 families last year. The admissions cost is fairly high, and we thought having the pass adds value to what we offer at the library. Gail moved that we purchase a pass again this year, John seconded; voted & approved.
- **Eclipse April 8th.** discussed under Librarian's Report.

5:16- Other business: The Szelag Scholarship Fund. John says there is about \$1000 in the scholarship. Sherri mentioned that other organizations often post about their scholarships with a description, application deadline, etc. We will write a draft and discuss further at the March meeting.

Gail talked about the Friends of the Library, hoping to get the group revitalized so we can utilize those funds and support. She will call existing members to see if any of them are able to do this.

5:20- Executive Session: before we enter into the session, Rebecca presented her request for additional hours. She currently works 25 hours a week, and all of the time she works the library is open with the exception of a half hour each setting up before playgroup and storytime. At some point the hours were decreased from a flexible 25-30 to just 25, maybe during the pandemic? She has been finding that she has no time to work without interruption which makes completing even simple tasks difficult. She doesn't think she needs too much more time, maybe an hour a week. She also thought there could be an additional 2.5 hrs/week to be used as needed at her discretion when there is additional workload due to library events.

Tossy moved that we enter executive session to discuss increasing Rebecca's hours. Gail seconded, voted & moved. 4:25 Exec Session entered.

5:30- Dale moved to exit executive session and adjourn the meeting, John seconded; voted & moved. Meeting adjourned.