

Pawlet Public Library
Monthly Meeting of Board of Trustees
MINUTES
April 2, 2019

Present:

Trustees in attendance: Janno Gay, Diane Mach, Marty Kravitt, Sally Caras

Trustee absent but provided in absentia report: Kathryn Lawrence

Library Director: Mary Lou Willits

Guests: Janine Seitz, Jed Rubin

Call to order: 6:13 pm

Approve February Minutes

Janno Gay approved the minutes, seconded by Diane Mach and Marty Kravitt

Approve Agenda

Janno moved to approve the April agenda. Move seconded by Diane.

Treasurer's Report.

Absent Treasurer Kathryn Lawrence provided a monthly Treasurer's Report and financial update. Library Director Mary Lou Willits read the report. All on track, no surprises. New information: the Pawlet Select Board proposed and approved merging of janitorial services for the town hall and the library under one account/fee to be paid by the town going forward.

Diane moved to accept Treasurer's Report. Move seconded by Janno.

Financial/Investment Planning Committee

Committee head Janno reported that Vermont Community Foundation is processing the opening of PPL's reserve fund, as approved by the Trustees in March.

Planning Committee Report: Pawlet Library Strategic Plan

PPL Strategic Planning Committee Chair Mary Lou Willits provided a Strategic Plan report dated 4/2/19 with updates on the Pawlet Library Strategic Plan 2019-2023. Plan review followed. Separately, the PPL 2019 schedule of public programming was reviewed.

The Strategic Plan development has been executed in four phases, on time and on message, as detailed in the board-approved plan of action and with incremental approvals voted upon as indicated. Now in its final phase of development, the four year plan will be formally voted into effect on May 7.

Library Site Plan

Marty Kravitt introduced a discussion related to the library property boundaries. Further discussion related to the property centered on potential for room rentals, liabilities, logistics.

Book Sale Update:

Guests Janine Seitz and Jed Rubin were in attendance to participate in making plans for the 2019 book sale fund-raiser scheduled for July 27-28.

Janno reported that no one has come forward to serve on the proposed volunteer PPL Friends Committee intended to take over running the book sale. Thus, this responsibility continues to be borne by the board of trustees. In writing the Friends Committee proposal, Janno blocked out seven broad areas of responsibility for staging this fund-raising event with efficiency: publicity; book stewardship and sorting; moving books; cashiers; food; breakdown and remainders.

In 2019, Janine and Jed will (again) manage book stewardship (sorting by category, etc). Sally Caras will take over press and publicity. Volunteers are still needed to manage moving books; cashiers; food; breakdown and remainders.

Adjourned: 8:18 pm.

Next meeting: May 7, 2019

Minutes submitted April 6, 2019 by Secretary Sally Caras.