

Pawlet Public Library  
Monthly Meeting of Board of Trustees  
MINUTES  
August 8, 2019

**Present:**

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

*Trustees absent:* Kathryn Lawrence

*Library Director:* Mary Lou Willits

*Invited Guests:* Janine Seitz

*Attending:* Janine Seitz

Call to order: 6:05 pm

**Public Comment**

None.

**Norms: A Review of Operating Norms**

The meeting began with a reading of the agreed-upon Operating Norms.

**Minutes**

Janno Gay motioned to approve the July minutes, seconded by Diane Mach, the motion carried.

**August Agenda**

Janno moved to approve the August agenda, seconded by Diane Mach, the motion carried.

**Treasurer's Report**

In Kathryn Lawrence's absence, the annual PPL Treasurer's Report and financial update was presented by Mary Lou Willits. The PPL's fiscal year runs July 1 through June 30. All on track, no surprises.

**Director's Report**

Mary Lou provided her monthly Director's Report and walked the group through all items. Discussion focused on: grants received, funding for new community coordinator position, coordinator job description and search campaign, plus a recap of August library community events, among them: life skills class re how to can, picnic for sale volunteers, street potluck party and music, etc.

**Book Sale Debriefing**

The board reviewed 2019 operations and results, with a look at finetuning for 2020. Janine Seitz blocked out logistical issues related to sorting, setup and removal, indicating where her team is already discussing possible practical solutions. Janine also raised the sticky issue caused by people who overwhelm the sale with unwanted (unsellable) material. Discussion centered on how to clarify, communicate and reinforce what PPL can and cannot accept. The message: *donate don't dump*. Current volume is crushing PPL volunteers, sorting, setting up and breaking down.

### **September Fund-Raiser Planning**

The board discussed plans and assignments for PPL's upcoming fundraiser event, a dinner and live/silent auction, scheduled for Monday, September 16 at The Barn restaurant.

### **Unfinished Business**

In July, attendee Eve Schaub requested that the PPL board consider changing its routine monthly meeting date from 6 pm/1<sup>st</sup> Tuesday of the Month to another day of the week. She hoped that, by moving the PPL meeting, it would no longer overlap with the Select Board's 7 pm/1<sup>st</sup> Tuesday meetings -- so she and others might attend both meetings that week, if desired. As agreed, the board addressed Eve's request at the August meeting. Unfortunately, after comparing library and member schedules, the board found no alternate day of the week is workable. Janno proposed a motion to retain the existing routine meeting schedule. Diane seconded the motion. The motion carried.

### **Norms**

At closing: the meeting norms were reviewed, no issues arose.

Adjourned: 7:50 pm.

Next meeting: September 10, 2019

Minutes submitted August 7, 2019 by Secretary Sally Caras.