

Pawlet Public Library
Monthly Meeting of Board of Trustees
MINUTES
October 1, 2019

Present:

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

Trustees absent: Kathryn Lawrence, Marty Kravitt

Library Director: vacation

Invited Guests: Janine Seitz and Jed Rubin (Sorting Committee)

Attending: n/a

Call to order: at 6:02 pm, Janno Gay opened the meeting with a call to order. Diane Mach seconded.

Public Comment

None.

Norms: A Review of Operating Norms

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

Minutes

Janno motioned to approve the September minutes, seconded by Diane, motion carried.

October Agenda

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

Treasurer's Report

In Kathryn Lawrence's absence, Janno lead an overview of the PPL Treasurer's Report and financial update. All finances are on track, no surprises. Janno drew attention to the income generated and received, to date, from the board's September fundraiser event (Monday, Sept 16 Auction/Dinner at The Barn). The September fund-raiser event comes on the heels of the July book sale fundraiser and September grants backing PPL's new Community Connector position. Next up is the October- November annual fundraising appeal by personal letter from the library director. For the PPL board of trustees and volunteer committees, April - November efforts are heavily focused on organizing/promoting/executing fundraising projects that sustain PPL programs year-round.

Director's Report

As scheduled, on September 24, Mary Lou Willits attended the Select Board meeting to present an update on PPL's Strategic Plan progress to date. She provided a quick recap of the Plan development process, goals, and community outreach plans. Current Plan execution is focused on launching the new, 16-hour per week position of Community Connector to "connect town and community organizations so they can work together, share information and resources with each other and the community, and drive initiatives to completion. The purpose of the position is to increase organizations' effectiveness, to share resources, to inform the community about events and initiatives, and to attract more people to public service and volunteerism."

Mary Lou also announced that PPL has raised \$14,000 through four grants received in support of PPL's pilot project in community outreach and connection. Together, the grants cover the full, first year fee of the new part-time staffer. As background: the PPL Strategic Plan was confirmed by PPL board vote in May following a well-attended, public meeting with Q&A in April. The meeting, hosted by the library director, provided a detailed walk-through of the final draft of the strategic plan, its community engagement development process, the resulting community research and findings, anticipated facility and staff needs, goals and planned executions.

October 1 discussion focused on future communication of Strategic Plan initiatives, facility needs and other PPL matters. The PPL board learned from PEG-TV coverage of the Select Board's Sept 10 meeting that the Select Board had asked for feedback about the library building. Diane made a motion, and Janno seconded, that PPL reach out in October to the Select Board's new building liaison John Malcolm for clarification about what feedback is desired and the preferred format and means. The PPL board is fully onboard with better communication and has other communications pending.

Committee Reports: Book Sale

Meeting discussion focused on: Casella services, sorting procedures and the sorting refinements for the 2020 Sale. Fall season donations for the July 2020 book sale are underway at the sorting barn. The sorting committee continues to struggle with problems caused by people who disregard posted signs specifying suitable donations and dump unsellable materials and personal trash in the sorting barn instead of shredding these items or taking them to the dump themselves. When this happens, PPL has to deal with this junk – and pay to get rid of it. The result: wasted committee time, wasted PPL funds... ie hard-earned, fund-raised cash that could otherwise have bought books or funded community outreach programs.

Norms

At closing: the meeting norms were reviewed.

Meeting Adjourned: 6:40 pm.

Next meeting: November 5, 2019

Minutes submitted October 8, 2019 by Secretary Sally Caras.