

Pawlet Public Library  
Monthly Meeting of Board of Trustees

MINUTES

August 3, 2021

**Present:** Trustees in attendance: Jacki Becker, Sue LaPorte, Diane Mach

**Absent:** Kathryn Lawrence, Marty Kravitt

**Library Director:** Mary Lou Willis ,

**Call to order:** 6:00 pm-Diane opened the meeting with a call to order.

**Public comment:** None

**Review of Operating Norms:** The meeting began with Sue reading the Operating Norms.

Motion made to approve July minutes by Sue, seconded by Diane

Motion to approve July agenda by Jacki, seconded by Sue

**Executive session:** 6:02 Sue made motion for Executive Session with topic "Public Relations", Diane seconds, all approved.

Session ended: 6:56 with no action needed.

**Director Report:** Fiscal Year financials-Library is doing very well financially, see report. Mary Lou reviewed history of fund raising with resultant improvement. Increased number of donors as well as total funds. Mary Lou reviewed history of programs and funds associated.

Review of programming by Mary Lou. Coffee houses upcoming. Sue and Sara will be seeking Fall raffle items. Board needs to decide beginning and end date.

Review of grant applications.

Presented Lakes Region Film Society request and discussion. Board approves the showing of these films if the library equipment is sufficient-we can not store their equipment week to week.

**Community Connector:** see report. Reviewed the success of the Volunteer Network release, the Pawlet Transportation Advisory work, and the grant application for the Library Digital Literacy.

*Mary Lou announces retirement as of October 1<sup>st</sup>. She will inform staff and volunteers tomorrow and complete grant reports. She will leave outline of work that may be helpful.*

*Vermont Department of Libraries may be able to help with job description, also advertise with the Library list serve and Association of Small and Rural Libraries. (Adelle may be able to help with this.) List job with Vermont Department of Employment and Training.*

*Consider including willingness to go through the free Vermont State Library Certification Program and become certified within 5 years if not carrying library degree.*

*Mary Lou currently working 24 hours a week. (\$18/hr). With some retirement matched by town. Sara works 16 (\$18/hr.) Adelle works 10 hours a week. (\$14/hr).*

**Unfinished Business:** Approval of Collection Development Policy as of this date-motion made by Diane, seconded by Sue. All in favor.

**New Business:** None

**Public Comments:** None

**Reflection of Norms:** Read by Diane.

Meeting adjourned @ 7:56

Next Meeting September 7, 6 pm