

Pawlet Public Library
Monthly Meeting of Board of Trustees

MINUTES

October 5, 2021

Present: Trustees in attendance: Jacki Becker, Diane Mach, Kathryn Lawrence, Marty Kravitt

Absent: Sue LaPorte

Community Members: Adelle Seamans; Sarah Young

Library Director:

Call to order: 6:06 pm-Diane opened the meeting with a call to order.

Public comment: None

Review of Operating Norms: The meeting began with the group reviewing the Operating Norms.

Motion made to approve September by Kathryn, seconded by Diane

Motion to approve October agenda by Kathryn, seconded by Diane

Treasurer's Report: Kathryn does not have a report as of today. Shares information on deposits.

Director Report: Given by Adelle

Halloween Parade: October 23rd. 10:30. Reviewed the plan. Linda Welch will watch the library while Adelle leads parade. Fire Dept. will be directing traffic.

McChesney's cannot cater the concert at end of month. We will ask Mach's Market for cookies and beverages to purchase and will need set up assistance.

Connector: Sarah will send out press release for Concert on October 30th.

Raffle—brought in just under \$5000.00 in ticket sales. This is approx.. ½ of last year.

Annual Fund letter will be coming prior to Thanksgiving.

No Connector meeting in September. Third Wednesday meeting in October.

Awaiting on grant for Tech Tuesdays. Sarah will be moving forward on this. Once a month, Andre will be available for 45 minute sessions. Early evening there will be an hour long workshop on specific topics. Hope to start in November. (Windham Center Grant)

Work Plan Review through December: Reviewed tasks that need to be completed and on the agenda for November. Budget also needs to be submitted to select board. Dates are on ML's work plan. Also can access through the Director's Manual that MaryLou left.

Personnel Policy. Would like the new hire to address this early on.

Raffle Drawing for winners!

Offer of Employment discussion: Based on questions raised by candidate. Diane will edit the answers, send to the hiring group for review, and then share with the candidate.

Suggested start date: October 26th if candidate accepts the job.

Unfinished Business: Concert-Adelle can manage set up with board assistance. Will contact Mach's regarding snacks

New Business:

Public Comments: None

Reflection of Norms: Read by Diane.

Meeting adjourned @ 7:25

Next Meeting November 2, 6 pm