

Pawlet Public Library  
Monthly Meeting of Board of Trustees  
MINUTES

November 1, 2022,

Present: Trustees attendance: Kathryn Lawrence, Grace Larson, Heather Lund

Harley Cudney (via Zoom)

Absent: Sue LaPorte

Also: Lyndsi Barnes, Library Director

Public Comment: None

Community Members: None

Call to Order: 6:00 Harley calls to order

Public Comment: None

Review of Operating Norms: Kathryn reads operating norms

Review of October Minutes: Kathryn motions to approve, Harley seconds, all approve (Grace will add Heather to future emails of minutes)

Agenda: Harley motions to approve the November Agenda, Kathryn seconds, all approve

Harley submits his willingness to be Chair of the Board, Kathryn seconds, all approve. Harley Cudney is now Chair.

Treasurer's report

- Kathryn has the numbers for the 2<sup>nd</sup> Quarter of 2022, but 3<sup>rd</sup> Quarter numbers haven't been released yet. Vermont is typically slow to release these numbers, but Kathryn reports they should be available by the next meeting.
- Lyndsi has checked with Julie Mach, and the Town of Pawlet currently banks with Berkshire Bank in Manchester, though they still have a credit card with M&T bank, as does the Library. It would be convenient for the Town and Library to have accounts/credit cards at the same institution – however, Berkshire Bank requires individual SSNs (not the entity's tax ID) for the card. Currently credit card statements for the Library and the Town are combined, which needs to be changed.
- Kathryn has spoken with Citizens Bank in Pawlet, and will follow up on this to determine if that would be a good choice for the Library
- Lyndsi will keep in touch with Julie regarding banking choices
- Heather suggests contacting other local libraries to see what they do regarding a credit card appropriate for the institution (that would not require individual SSNs to be associated with the account)

## Director's Report:

- Lyndsi gives an overview of current and upcoming events and programs
  - Yoga classes will be pay as you can, the library will pay \$50/session, and will continue as long as funds are available
  - Digital literacy program is going well
  - There may or may not be an art opening for the artistic passions program
  - There will be a training session for the Board members on November 19, 10am-12
  - Grants-
    - Lyndsi hasn't yet heard about the Jordan Miller storytelling grant, but should soon
    - Application for the National Endowment for the Humanities Grant is in progress. Harley encourages getting the application in as soon as possible, as it seems they will provide feedback on how to make an application more likely to be accepted before the final deadline. Heather suggests getting in touch with the Historical Society to see if the grant could incorporate current/past student projects that focus on local history
  - Lyndsi reports that the Library has hired Nina Dubois, a library patron, to take over the position of Community Resource Coordinator. She will be on-site on Thursdays and Saturdays, and available to cover the front desk on **Thursdays and Saturdays** if other coverage isn't available. Harley suggests discussing possible recruiting/training of volunteers to provide coverage to keep open hours regular if possible. We will discuss this at a future meeting.
  - Looking at usage statistics – it is mentioned that efforts to promote usage of Kanopy might be helpful for the community
  - There will be a concert/Christmas themed program at the library 10:30-12:30 Saturday December 10<sup>th</sup>, Lyndsi will provide the Board with more specifics about how they can help.

Unfinished Business: None

## New Business:

- Linda Welch has approached Lyndsi regarding the idea of installing two movable rolling shelves in the non-fiction room. These would provide shelving for approximately 300 more books, and could be relocated when there are functions in this room. They would be similar to the one in the children's room.
- The board agrees that this is a good idea, and we should look into quotes and timing available. When the board is all at the library in person for the training session on November 19, we will look closer at the dimensions and specifications of what would be best.
- **Funds would come from the checking account, not the operating budget.**

Public Comments: None

Harley motions to dispense with the 2<sup>nd</sup> reflection of norms, Kathryn seconds, all agree.

Meeting adjourned at 7:47.

Next Meeting December 6, 6 pm