

**Vernon Free Library Board of Trustees
Regular Meeting Minutes
August 12, 2020**

MEMBERS PRESENT:

Bronna Zlochiver, Chair
Joanne Leveille, Vice Chair/Clerk
Kristen Dietrich, Recording Secretary
Ian Hefele
Elaine Dietrich

STAFF: Jean Carr, Library Director

ABSENT:

None

REGULAR MEETING:

The meeting was held electronically via Zoom.com. Bronna Zlochiver called the meeting to order at 5:02 pm.

PUBLIC PARTICIPATION:

None

CHAIR'S REMARKS:

Bronna Zlochiver welcomed everyone to the meeting.

ADDITIONS TO THE AGENDA

- **A motion was made by Kristen Dietrich to add discussion of using the Town of Vernon Zoom account and recording/archiving meetings, discussion of purchasing a new book bin for the children's area in the Library, and discussion of the overage of the final Fiscal Year 2019-2020 Library Budget expenditures, seconded by Elaine Dietrich. Carried 5-0.**

APPROVAL OF THE MINUTES:

- **A motion was made by Ian Hefele to accept the minutes of the July 8, 2020, regular meeting as corrected, seconded by Joanne Leveille. Carried 5-0.**

CORRECTIONS to the July 8, 2020 Minutes

- Under the Library Director's Report, 4th bullet point, second sentence, the J in Jean should be capitalized.

LIBRARY DIRECTOR'S REPORT:

FINANCIAL:

- FY 19/20 Final Expenditures were \$81,832. The Library received \$80,000 from taxes. Need to cover rest, \$1,832, with Vernon Free Library Gift Fund as agreed upon at the 2019 Town Meeting.

COMPUTERS:

- The Library needs to replace the 2 computers at the circulation desk. They're over 7 years old and the Library is starting to have some problems with them and KOHA. Estimate is more than the Library has budgeted for "New Equipment" (\$1,485). May be able to take some of the expense out of "Technology" (\$1,000). Public Computers are just as old and it's been recommended that the Library plan on replacing them. Tech person will assess them when he's here.

BOOKS BIN:

- Quote is \$1,844. This includes delivery to 1st floor of building but not inside Library.

NEW AT THE LIBRARY:

- Jean Carr applied for the Courier Grant through VTLIB. Not sure what the amount will be if the Library is awarded the grant.
- "Imagine Your Story" at the Drive-In has been going ok. Usually have 1 to 3 cars going each week.
- "StoryWalk" has been set up in the Town Forest. Lots of positive comments on Face Book.
- Moisture Meter – Vernon Free Library was one of 50 libraries in the state offered a Moisture Meter that we will be making available for loan to our patrons. It tests the amount of moisture in fire wood so that wood can be burned more efficiently. Waiting for it to arrive.
- Hot Spot – The Windham Regional Commission (WRC) approached the Library to have a hot spot on the Town Office Building that would boost the Library's Wi-Fi signal outside the building. There's no cost for the initial 1 year pilot program. After that there would probably be a lease charge for the equipment of around \$85/year. Jean Carr expressed that the Library was interested. Waiting for more info.
- Curb Side Service continues to go well. We average about 20 books a day going out to patrons.

OLD BUSINESS

- **A motion was made by Kristen Dietrich to approve the revised Vernon Free Library Bylaws, seconded by Ian Hefele. Carried 5-0.**

NEW BUSINESS

- Proposed Reopening Plan was discussed and no decisions were made. The Library can't open to the public until the Town Office is approved to do so.
- **A motion was made by Elaine Dietrich to approve purchasing 2 new computers for the Library circulation desk with money from the Fiscal Year 2020-2021 budget and the Vernon Free Library Gift Fund, seconded by Ian Hefele. Carried 5-0.**
- **A motion was made by Bronna Zlochiver to approve purchasing a new book bin for the children's area in the Library with money from the Vernon Free Library Gift Fund, seconded by Ian Hefele. Carried 5-0**
- **A motion was made by Kristen Dietrich to approve paying the Fiscal Year 2019/2020 budget overage of \$1,832 with money from the Vernon Free Library Gift Fund as agreed upon at Town Meeting, seconded by Joanne Leveille. Carried 5-0.**

- Bronna Zlochiver reminded the Trustees that it is time to start the planning process for the Annual Appeal letter and budget planning for next Fiscal Year.
- Bronna Zlochiver notified the Trustees that she will not be continuing on the Board after her term is completed at the 2021 Town Meeting.

ANNOUNCEMENTS/INFORMATION

- Trustees' next regular meeting will be Wednesday, September 9, 2020, at 5 pm. The meeting will be held electronically via Zoom.com.

MEETING ADJOURNED AT 6 pm.

Respectfully Submitted by

Kristen Dietrich, Recording Secretary