

Vermont Hartland Public Library
Board of Trustees
Approved Meeting Minutes
December 20, 2022 at 6:00 pm
153 US Route 5, Hartland, VT 05048

Participants: Nancy Tusinski, Sarah Stewart Taylor, Meredith Liben, Rita Boynton, Dana Jacobson-Goodhue, Jill Lloyd, Ann Hildreth, and Rachel Obbard.

I. Called Trustee Meeting to Order at 6:04pm

A. Corrections and additions to the agenda - approve November minutes and past personnel and fundraising committee minutes

B. Approve November Minutes - Meredith made a motion to approve, Rita seconded the motion. Sarah, Meredith and Rita voted to approve. Dana abstained since she was not present.

C. Public Comment - no other public than AIH representatives

II. Rachel Obbard (Co-Chair Aging in Hartland): People are feeling isolated, more than ever, especially seniors. Grant from Granite United Way for Senior Cafe and increased nursing for “community, connection and wellness.” Includes infrastructure (i.e. paint, artwork, tablecloths, flower arrangements, tea/coffee, and speaker presentations like tax prep or medicare info). They are also looking at potentially using rec center vans for transportation. The Library Board said that the mission fits with BOT goals for the room. The room would continue to be shared. Meredith and Rita offered to be the point of contact between AIH and BOT. The library has square tables but no round tables.

III. Library Director’s Report - the Trex bench is here! Meanwhile the community room thermostat is not working properly, it will likely need to be replaced. We need to wait 6 months to collect more plastic for another bench. It might make sense to partner with the conservation commission to do something for Green Up Day.

IV. Financial Report - we are at 48% and target is 43% but in fact when grants are taken into account we are on target. The Budget presentation to the selectboard was very positive. Sarah made the presentation with the facts prepared. There were no questions. The library’s projected increase parallels that of the town.

V. Scheduled Business

A. Budget Discussion/Update from Selectboard meeting - see above

B. Annual Appeal – Assign thank you notes. To date we have received \$4810. Expenses were \$2168. The next list of names to Dana and Becka.

C. Personnel committee/handbook changes - Rita made a motion to accept the proposal to replace the former paragraph on salaries with the two paragraphs from recent personnel committee work. Meredith seconded. The motion passed unanimously.

Meredith made a motion to post the Town's Declaration of Inclusion Statement on the website, handbook and personnel policy manual. Rita seconded it. The motion passed unanimously.

Sarah made a motion to accept the fundraising minutes with the correction that Rita was present. Dana seconded. The motion passed unanimously.

Sarah made a motion to accept the personnel committee minutes from October. Dana seconded. The motion passed unanimously.

D. ILL policy - discuss items in queue in the general operation policy manual. Rita made a motion to strike the sentence regarding ILL requests beyond five. Sarah seconded that. The motion passed unanimously.

E. BOT meeting date changes in Jan and Feb due to Holidays - The Jan meeting has been moved to 01/24/23, February meeting has been moved to 02/28/23.

F. Strategic Planning Retreat - January 14th will be the plan for strategic planning from 10-12 and brown bag lunch if you would like. Nancy suggested the BOT use the book, *Strategic Planning for Public Libraries* by Joy Fuller as the format.

Traci Joy is interested in being part of the process as a staff rep.

G. Staff dev day (12/21/22) - lunch to be delivered 12:20pm. Rita will arrive at 10:30am to decorate the table. Dana and Meredith to provide desserts. The Town is providing its employees gift certificates.

H. General Policy Review - timeline for review to be decided by the new board. We need to find a sustainable and engaging way to accomplish it. If it is done every year it can be accomplished in two meetings.

Sarah moved that we adjourn the meeting at 7:35pm.

Minutes respectfully submitted by Dana Jacobson-Goodhue