

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

Present: Nancy Tusinski, Sarah Stewart Taylor, Becca Warren, Meredith Liben, and Dana Jacobson-Goodhue.

- I. Call Trustee Meeting to Order at 6:01pm
 - A. Corrections and additions to the agenda - Dana suggested addressing the director job description in July when the personnel committee wraps up. "S" struck from "IV. Scheduled Business A. Adopt Job Descriptions"
 - B. Approve Minutes (May and unapproved February). February minutes will have to wait until Rita is present because there is not a quorum from February. Meredith made a motion to accept the April minutes. Becca seconded. Unanimous vote by roll call. Becca made a motion to approve the May minutes. Dana seconded. Meredith made a motion to amend the date to correctly reflect May. Rita seconded. Unanimous approval by roll call. Becca made a motion to accept the May personnel committee minutes. Sarah seconded. Becca made a motion to amend them to include the names of people present: Dana Jacobson-Goodhue, Becca Warren, Sarah Stewart Taylor and Nancy Tusinski. Unanimously approved by roll call vote.
 - C. Public Comment - no public present
- II. Library Director's Report - The Owl 360° Camera is on loan to the Listers for grievance hearings. Aging in Hartland has discussed more about a senior cafe to increase social connections. The best attended meetings are when someone in the community comes in person. They are thinking of doing some things to make the community room look more homey like room darkening curtains (for daytime film viewing), artwork, tablecloths, etc. Statistics about ebook and audiobook subscriptions was very interesting and might have future budgeting implications. People are really listening to Erik and Liz's podcasts. Periodicals have taken a huge hit during the pandemic and will take years to know if the changes are going to be long lasting. Meredith and Becca have questions about licensing.
- III. Financial Report - we are at 98.5%, so right on track as the fiscal year closes.

IV. Scheduled Business

- A. Adopt Job Description - The personnel committee has been working on updating these and it is timely with Amy leaving. We are so appreciative of her 17 years of service to the HPL and wish her all the best in her new position!

V. New Business

- A. Juneteenth Holiday discussion - Nancy has asked Martin if Juneteenth will be a town holiday but the municipality has not made a decision. 20 of the 45 VT libraries who responded to the listserv question have adopted it as a holiday. Sarah will reach out to Phil, the select board chair, about aligning calendars if possible.

VI. Old Business

- A. Update on Book Sale and Fourth of July - Sarah reached out to the Friends to see how we can sign up for a shift on July 4th. She has not heard back. Nancy will speak with Martha soon and offer to create a sign-up list. HPL will be closed Tuesday, July 5th for the Independence Day holiday.

VII. Executive Session to discuss personnel matters - entered at 7:03pm.

Entered into executive session for the reason of appointment or employment or evaluation of a public officer or an employee. Dana made a motion to do so, Meredith seconded. Unanimously approved at 7:05pm by roll call.

Becka moved that we come out of executive session at 7:46pm and Meredith seconded. It passed unanimously by roll call. The hours and pay range of the youth services vacancy was discussed. Meredith made a motion to adopt the youth librarian's job description as modified with negotiable hours of 26-30 hours (30 hours is considered full time with benefits) depending on experience/needs with a salary range of \$18.50-\$20.50 per hour. Becka seconded the motion. The motion passed unanimously by roll call.

Next meeting is July 18th @ 6:30pm. Fundraising meeting will be July 25th @ 6pm

Sarah moved and Meredith seconded to adjourn the meeting. Unanimously passed by roll call at 8:04pm.