

**Bent Northrop Memorial Library
Trustee Meeting Minutes Draft
April 15, 2021**

Call to Order: Laura Fulwiler called to order at 4:30 PM

Present: Laura Fulwiler, Peter Burns, Bridget Howrigan Rivet, Samatha Thomas Michele Feiner, Jonathan Delabruere (all present remotely) and Sarah Montgomery

Guests: None

Approval of previous meeting minutes: Motion to accept minutes from previous meeting with minor spelling corrections by Michele Feiner and seconded by Peter Burns and all approved.

Treasurer's Report: Current spending for the year is on track.

The town administrator received a \$1000 grant for maple trees for the town. This will be enough funding to purchase between 6 and 10 trees and depending on caliper diameter. Bridget suggested that new trees be planted a sufficient distance from the building as to prevent a tree from falling on the building. And, either the south east or south west corner of the property would be a good location. Michele suggested contacting Dig Safe prior to digging. Jonathan will pursue the purchase of the trees and coordinate with Sarah.

Librarian's Report: See attached report.

Sarah proposed reopening the library on May 1st in alignment with State Covid-19 guidelines. All agreed.

Friend's Report: A Schwab account has been opened in order to receive donations. The Friends received a donation of stock equal in value to \$9,000. The stock will be liquidated.

The friend's have also received \$1250 in donations in honor of Marshall True.

Bridget asked the Trustees for ideas for gifts to the library.

Laura F. Volunteered to draft a Trustee thank you letter which will be sent to donors.

The library logo is still in the works, a primary and secondary logo will be created. This logo will be used for branding, merchandise, and a collective community symbol for our town library.

Planning continues on the To Bid event.

New Business:

- (1) Thomas and Partners investment update. The market has been making a come-back. Recent transactions at Thomas include the selling of Intel and the purchase of Visa. The BNML portfolio is well positioned going forward.
- (2) The By-Laws were reviewed. BHR to draft a revision of Section 8 #3.

Old Business:

- (3) **Financial Policy**- Peter will send out current draft. Development of the Financial policy will be added to next month's agenda.
- (4) **Investment Policy** – Peter B. will complete the signing of this document.

Agenda for next meeting

- (1) **Library Status Report**
- (2) **Friends Report**
- (3) **Continued Financial Policy review (if time allows)**

Adjourn: Approximately 5:45 PM

Next meeting: Thursday May 20, 2021 at 4:30PM

Librarian Report 4/15/21

Current Operations Update:

- Programs
 - Recorded Story times
 - Weekly Grab and Go Activities for Children
 - Monthly Adult Craft Kits
 - Free Trees with Neighborhood Forest - 77 kids participating.
 - Fair Housing Project Art Kits
 - Arbor Day Kits through UVM Extension
- Back to Curbside Only (Stage 2) as of 2/18 due to 14 day testing positivity rate for Franklin county increasing
 - Currently at 6.3% (as of 4/13/21)

Proposal for Looking Forward:

- Move away from testing positivity rate as reopening guideline and instead begin to follow the state guidelines for building occupancy.
 - Transition to this once the state moves to Stage 2 of the [Vermont Forward recovery plan](#). Projected for May 1st - when state vaccination progress (First dose): 50–60% of all Vermonters; 60–70% of Vermonters 16+.
 - This would bring us to Stage 3 of our [Phased Reopening Plan](#).
- Summer programming: Move away from virtual/ kits to outdoor programming
- Provide outdoor computer station