

**Bent Northrop Memorial Library
Trustee Meeting Minutes Draft
March 18, 2021**

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

Present: Laura Fulwiler, Peter Burns, Kristina Bolduc, Bridget Howrigan Rivet, 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 Peter B. and seconded by Kristina B., and all approved.

Treasurer's Report: Current spending for the year is on track, of note \$32,168.68 was pulled from investments to cover the cost of the mortgage payment. The town administrator will be receiving \$1000 grant for maple trees for the town, and asked about planting some at the library. This is definitely a possibility, Bridget volunteered to speak with the groundskeeper to find more about landscaping recommendations for the possible planting.

Librarian's Report: See attached report.

Friend's Report: The To Bid event has been scheduled for the last Saturday in September, save September 25, 2021 on your calendars! The theme will be "Paint the Town Red" it will use both the creative use of the literary term and the color red. 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.

New Business:

- (1) Welcome new Trustee Michele Feiner** – The Trustees, Friends of the Library, and Library staff welcome Michele as the new Trustee, she has received the BNML Trustee information packet.
- (2) Election of Officers** – Kristina Bolduc was nominated to Secretary by Laura F. and seconded by Peter B., all approved. Peter B. was nominated to Treasurer by Laura F. and seconded by Kristina B., all approved. Laura F. was nominated to Chair by Kristina B. and seconded by Peter B., all approved. Kristina mentioned ensuring we are in compliance with bylaws and will review them before next meeting.
- (3) Maintenance update – Peter B.** – Received a quote from Chucks Heating for \$1179.00 to replace the blower fans on both furnaces. This is an unexpected cost and currently unbudgeted for. A motion was made to approve the funding of this maintenance by Peter B. and seconded by Kristina B. Due to the expense not being in the budget, and possibilities of underspending later in the year, they will pay this bill now and address the budget monthly to see if additional revenue sources will be required. All approved. Sarah M. will make an appointment for the maintenance.

Old Business:

(4) **Financial Policy**- Not discussed this meeting.

(5) **Investment Policy** – Peter B. will complete the signing of this document.

Agenda for next meeting

(1) **Meeting with Financial Advisor- David Poole**

(2) **Library Status Report**

(3) **Friends Report**

(4) **Continued Financial Policy review (if time allows)**

Adjourn: Moved to adjourn by Kristina B./seconded by Michele F. at 5:40 PM

Next meeting: Thursday April 15, 2021 at 4:30PM

Librarian Report 3/16/21

Stage 2 Covid Operations Update:

- Virtual/ Distanced Programs
 - Recorded Story times
 - Weekly Grab and Go Activities for Kids
 - Monthly Adult Craft
 - Free Trees with Neighborhood Forest
 - Teen Room Revamp
- Back to Curbside Only (Stage 2) as of 2/18 due to 14 day testing positivity rate for Franklin county increasing
 - Currently at 6% (as of 3/15/21)
 - Will reopen by appointment as soon as Franklin County is back under 5% for testing positivity on this map: <https://www.healthvermont.gov/covid-19/health-care-professionals/community-thresholds-decision-making>

Other:

- Chuck's Repair - Recommendation to replace 2 combustion blowers and 1 ignitor for \$1,179

Story:

Who?

- Regular library patron.

What's the problem?

- Patron is looking for romance books to borrow for her mom who has been struggling with quarantine.

What did the library/ librarian do?

- Showed her our giveaway book table, with lots of romance books available and pulled some more from our book sale stash for her to look through.

Happy ending:

- Patron found lots of books and also snagged some grab and go kids activities for her grandkids - she ended up leaving with two bags full! She was thrilled to be able to bring her mom books that she could read at her leisure without any "pressure" to return and also to find some activities for her grandkids.