

**Bent Northrop Memorial Library
Trustee Meeting Minutes Draft
May 20, 2021**

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

Present: Laura Fulwiler, Kristina Bolduc, Sarah Montgomery, Michele Feiner, and present remotely Peter Burns and Samantha Thomas

Guests: None

Approval of previous meeting minutes: Motion to accept minutes from 15 April by Peter B. Seconded by Samantha T. All approved.

Treasurer's Report: Spending remains in line with budgeted expenses.

Librarian's Report: See attached report. Masks will still be worn in the library as we serve a large population of the nearby school. Trustees will revisit mask policy in future monthly meetings, as needed.

Friend's Report: None. Save the date for the To Bid event, September 25, 2021.

New Business:

(1) None.

Old Business:

(1) **Financial Policy-** Continued revision. As the Secretary, Kristina will maintain the working copy of the policy to ensure version control, update, and distribute edited drafts for continued work. Ended on section regarding Monetary Donations. Trustees were asked by the Chair, to think on how Bent Northrop Memorial Library should handle future donations. Review of other Library policies will help in guiding development

(2) **Investment Policy** – Completed.

Agenda for next meeting

(1) **Library Status Report**

(2) **Friends Report**

(3) **Continued Financial Policy review – Monetary Donations section**

Adjourn: Motion to adjourn at 5:54pm by Michele F. and seconded by Kristina B.

Next meeting: Thursday June 17, 2021 at 4:30PM

Librarian Report 5/20/21

Current Operations Update:

- Programs
 - Recorded Story times
 - Weekly Grab and Go Activities for Children
 - Monthly Adult Craft Kits
 - Teen Room Revamp
 - Outdoor programs starting in July!

- Open with full building access as of 5/1
 - Max capacity is 50 as of 5/14
 - Scheduled gatherings of 10 and under
 - Curbside pickup continues to be available
 - Daily number of visitors in May has ranged from 5 to 21

Library Story:

Who? Patron with an appreciation for author Angie Thomas

What's the problem? Angie Thomas is doing a free Zoom presentation for Vermont Reads. Patron not on Facebook, so they wouldn't see the notification

What did the library/ librarian do? Knowing this patron likes this author, we personally emailed this patron the announcement.

Happy ending: Patron is happily registered!

Monthly Circulation (Physical)

	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
2019	557	458	560	532	406	329	513	538	565	621	608	359	6,619
2020	611	512	668	113	323	708	826	790	637	550	503	237	6,971
2021	228	366	387	319	316*								1,818*

*As of 5/18/2021