

Grand Isle Free Library
10 Hyde Road, Grand Isle, Vermont

October 10, 2022

I. The meeting (in person and via zoom) was called to order at 6:00 pm by Karen Allen, Chair

Board Members Present: Karen Allen, Colleen Bushway, Glenda Leake, and Howard DeMars Kate O'Neill arrived at 6:01 pm

Library Director: Janet Bonneau

Friends: Wanda Phelps

Community Member(s) Present: N/A

Amend Agenda for Matters Not Listed: N/A

II. Secretary's Report

Minutes of the August 8, 2022 meeting: Copies of the minutes were available to review. Colleen moved to accept the minutes, Howard seconded the motion. There was no further discussion. The motion passed unanimously.

III. Treasurer's Report

Colleen discussed the Treasurer's Report which was passed out to the board for review and discussion. Colleen contacted Melissa and got most of the information she needed to complete the Treasurer's Report. Some items in the budget will need to be increased in the 2023-2024 budget. Many things have increased. Karen has a request in to Melissa for the information for 2023 to assist in the library budget. All ARPA money appropriated to the library has been spent. Our time sheet is being used as an example for the town. Janet will continue to use and Colleen will review and initial all salary and expenditure submissions.

Glenda moved to accept the treasurer's report as presented and explained by Colleen, Kate seconded, no further discussion and passed unanimously.

IV. Library Director's Report

Janet presented the Librarian Report dated October 10, 2022 copies of which were sent to the board for review. The report was further explained by Janet. There was discussion of the meeting with Joy Worland from the Vermont Library Association Joy presented much helpful information to the Library Director, the Friends and the Trustees who were able to attend. An MOU from the Fletcher Free Library will be used as a template for the Friends and the Trustees to develop an MOU for our library.

A \$50 stipend/gift will be given to Kyle Scheer for his running the Technology help sessions, which were well received.

The October monthly give away is pumpkins which were donated by Brad Sheridan. They will be decorated and returned to the library for decoration

V. New Business

a. Friends Group meeting with Joy Worland

Most was covered in the Library Director's report.

Wanda Phelps from the Friends reported that the next meeting will be at the library Wednesday, October 13 from 1-2 pm after the library closes. The group has reformed with new officers and is meeting regularly. When Janet wishes the Friends to purchase/pay for something a letter with the request will be formally submitted to the Friends as one way to more easily keep track of requests

VI. Old Business

a. Operating budget for 2023/2024

The November Trustee Meeting will go over next year's budget. Colleen was tasked with working with interested parties for the budget (Janet, Melissa, and Karen). The Library budget for next year will be discussed by the select board at their December 5th meeting.

b. Library Cleaning – update?

The cleaning is going well for the library. Janet is pleased with the service so far. An increased cleaning line item will need to be included in the 2023/2024 operating budget.

c. COVID update

There have been no changes to the COVID policy. If there are changes in the future Janet will respond as necessary and make changes to the library COVID policy.

d. additional item:

There was brief discussion of the library board opening that is coming up in 2023 and the request from the firm auditing the town (Batchelder) which was in The Islander and which mentioned the library. Colleen mentioned that she would like to work on documentation of the process that the Library Treasurer uses.

VII. Adjourn

The motion to adjourn was made by Colleen and seconded by Glenda. The motion passed unanimously. The meeting was adjourned at 7:13 pm by Karen. The next meeting will be November 14th at 6pm; this meeting will deal only with the 2023/2024 library budget.

Respectfully submitted,

Glenda Leake

Secretary

