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Arvin A. Brown Library
Trustee Meeting
Monday, July 18, 2022 Minutes
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Call to order –4:31 pm

Agenda Amendments – none

Approval of meeting minutes

June 20th minutes - Moved by Carita, seconded by Adele, unanimous approval.

Attendance

Debra Atherton, Kathleen Engstrom, Carita Simons, Adele Wolfson. N.T., Allison Hope, Guest: Michael Olio

Comments from Citizens Present – none

Approval of Librarian's Report –We discussed the VT libraries' plans for strategic planning and the need for community input. Allison requested statistics on library use in future reports; Kathleen will include these at regular intervals. Carita moved to accept, Adele seconded, unanimous approval.

Approval of Financial Report –Spending is more or less on target. It was noted that the format for some items is not useful, particularly regarding the column "% of budget." Carita moved to accept, Allison seconded, unanimous approval.

Correspondence:

ARPA Grant Round 2 - $1,412.45 deposited. The funds were used for purchase of materials intended to diversify the collection.

Old Business:

July 4th celebration – Donations $50.50. This money could have been used to reimburse Debra for ice cream, but she made this a donation. (Thank you!)

Computer and Internet Policy (2013) – The Trustees approved and signed the revised policy.

New Business:

Personnel Policy – Juneteenth as a paid holiday, review paid holidays and policy – The Trustees will look over the policy and discuss at next meeting.

Election of trustee officers – new trustee – Allison was welcomed as new trustee. Officers will be added to the updated Trustee Directory.

Library Computer Security – Carita proposed that the library use a password manager to improve security. She will check on options and report at next meeting. Kathleen pointed out that staff laptops need more protection. She will check with Dept of Libraries to see what they recommend for virus protection.

Next Meeting – Monday, August 15th 2022 at 4:30 pm.

Adjourned 5:12 pm.

Submitted, Adele J. Wolfson