

Arvin A. Brown Library
Trustee Meeting Minutes
Monday, February 28, 2022

Attendance: Debra Atherton, Kathleen Engstrom, Carita Simons, Adele Wolfson.

Call to order – 4:34 pm

Agenda Amendments – Kathleen added Policy on masking and Paypal transfers to the agenda
Masking: Currently CDC guidelines could allow ending masking requirement. However, libraries in VT generally would like to keep masking in place. We agreed that Kathleen has authority to keep the policy in place but would like more extensive signage to explain to patrons that the rules are to keep staff, at-risk patrons, and children under 5 safe.
Paypal transfers: Kathleen made the transfer this month. Carita will do in future unless she can arrange to have it automatic at no cost.

Approval of meeting minutes: Dec 20th minutes: Some small typos corrected. Jan 24th minutes: Approved
Approval of both sets of minutes moved by Carita, seconded by Adele, unanimous approval.

Comments from Citizens Present – none

Approval of Librarian's Report –Kathleen noted that the photo of our broken window used by the Dept of Libraries slide show demonstrating need for infrastructure funds. Carita moved to accept, Adele seconded, unanimous approval.

Approval of Financial Report –There was no financial report; we will get a quarterly report.

Old Business:

- **Library as Community Center.** Tabled until next time since NT not present.
- **Trustee Meeting Annual Schedule:** Tabled until next time
- **History and General Policies Review:** Kathleen reviewed previous policies and edited to be current. Moved by Carita, seconded by Adele, unanimous approval. These must be signed, and should be placed on website.
- **Revised budget:** Distributed budget for \$62k, reflecting Town allocation. This will require raising \$4220 and taking some money from Money Market account. It includes a \$0.40/hr increase in pay for staff. Some funds may be obtained from grants. Moved by Carita, seconded by Adele, unanimous approval.
- **Investments – Money Market:** We will leave money in MM account for now, not moved to investments. Carita will bring the investment policy for our review to next meeting.

New Business:

- **Introduce Dylan Snider:** not present

- **Town Informational Meeting Monday 2/28/22 at 7 pm.**
- **ARPA Town Funds:** The Town has not indicated how these are to be spent. We will consider what we might request and re-visit at next meeting.
- **Refreshments for Follies March 18 and 19:** It is not clear if this event will be in person or recorded. If in person we will need to find people to staff food booths and bake. Kathleen will inquire as to format and we will decide from there.

Other Business:

- **Thank you notes:** We have received a number of donations. Debra will write thank you notes.

Next Meeting – Monday, March 28th 2022 at 4:30 pm.

Adjourned 5:25 pm.

Submitted, Adele J. Wolfson