

Arvin A. Brown Library  
Trustee Meeting Minutes  
Monday, January 24, 2022

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

**Call to order** – 4:34 pm

**Agenda Amendments** – none

**Approval of meeting minutes:** Dec 20<sup>th</sup> minutes: Carita moved to accept, Adele seconded  
.Unanimous approval.

**Comments from Citizens Present** – none

**Approval of Librarian's Report** – Commended Kathleen on the offerings of coats and grab bags. Carita moved to accept, Adele seconded, unanimous approval.

**Approval of Financial Report** –This is the report as submitted to the Town. This can't be finalized until we get a budget from the Town. N.T moved to note that we read and accepted it, Carita seconded; unanimous approval.

**Correspondence:**

**Parent Child Center (NCSS) Funding:** \$2k to be used for early childhood education. Kathleen working with Pre-K and Kindergarten teachers and a Storyteller. There will be programming around seeds and fibers to complement School to Farm programming. It will include a book for each child

**Courier Grant Funding:** \$536.77 deposited

**New State Librarian:** appointed, will get link to her bio.

**Old Business:**

- **Library as Community Center.** Kathleen started a list of the ways in which we already function as a community center, and we can continue to add to this. She met with a trustee from Highgate, where they changed to Library and Community Center several years ago but have just gotten all paperwork done. NT is scheduled to meet with the Morrisville librarian; they have also made this change. We raised some questions: Would there be any impact (positive or negative) on eligibility for funding? Did the change increase community support? Do our by-laws allow this? We might need legal advice; Carita to pursue. We would also want to tie any changes to our strategic plan.
- **Investments – Money Market:** Carita had some questions regarding policy. She will draft a modified policy for our review.

- **Library Director Evaluation.** Kathleen completed a self-evaluation and Debra and Adele met with her to discuss. The review is now on file.

**New Business:**

- **Resignation letter:** Submitted from Fiona. Adele moved to accept, NT seconded. Kathleen is in touch with potential replacement.
- **Covid-19 Related Paid Sick Leave:** Kathleen distributed a draft policy. After some discussion, we agreed that it was appropriate given its limited time frame (until Dec 2022). NT moved to accept, Carita seconded.
- **Trustee Meeting Annual Schedule:** Kathleen distributed. We need to review and modify.
- **History and General Policies Review:** Kathleen distributed. We need to review and modify. We can do this via Google Doc.
- **In-person programming – Omicron variant:** Kathleen updated us: there will be no in-person programming until better weather when we can move outdoors.

**Other Business:** None

**Next Meeting – Monday, February 28<sup>th</sup> 2022 at 4:30 pm.**

**Adjourned 5:25 pm.**

Submitted, Adele J. Wolfson