

FINAL

**Vernon Free Library Board of Trustees
Regular Meeting
January 12, 2022**

MEMBERS PRESENT:

Joanne Leveille, Chair
Kristin Bratton, Clerk
Ellen Hardy, Secretary
Julie Nevins

STAFF:

Jean Carr, Library Director

GUESTS:

Kathy Korb

MEMBERS ABSENT:

Ian Hefele, Vice Chair

REGULAR MEETING:

Joanne Leveille called the meeting to order at 5:35 p.m.

CHAIR'S REMARKS:

None

OPEN MEETING/PUBLIC COMMENTS:

None

AGENDA ADDITIONS/CORRECTIONS:

None

APPROVAL OF MINUTES:

A motion was made by Kristin Bratton to accept the minutes of the regular December 8, 2021 meeting as written. Seconded by Julie Nevins. Carried 4-0.

LIBRARY DIRECTOR'S REPORT:

- **FINANCIAL:** FY21/22 expenditures are at 51.38% of the budget at 53.15 % of the fiscal year;
- **ANNUAL APPEAL UPDATE:** To date, Vernon Free Library as received \$6,760. This includes one donation of \$5,000 from a Memorial Trust;
 - **ANNUAL APPEAL COST:**

\$658.90	Minuteman Press for postcards
<u>\$ 25.52</u>	Mailing of out-of-town postcards
\$684.42	TOTAL
- **PUBLIC LIBRARY REPORT** has been completed. An extension has been granted until January 14, 2022;
- **TOWN MEETING UPDATE:** A bill has passed the legislature and is on the Governor's desk to allow towns to be able to set their own date for Town Meeting. Tim Arsenault, Town Clerk, is looking towards the beginning of May for Vernon's town meeting.

NEW BUSINESS:

- The Library Director Job Description has been tabled until the February meeting. Jean Carr, Library Director, has started the process. Due to demands in December and January, this process has been moved to February yearly.
- Volunteer and Staff Appreciation was discussed and a placeholder was put on the annual planning calendar for the month of November (instead of December as previously indicated).

OLD BUSINESS:

- Jean Carr, Library Director, updated the trustees about receipts and expenses of the annual appeal in her report. It was questioned whether Vernon Free Library could have digital donations in place on their website. This topic will be further explored. Kristin Bratton reminded the group that Five Maples has offered to meet with the trustees to help make appeals more effective.

EXECUTIVE SESSION:

A motion was made by Kristin Bratton pursuant to 1 V.S.A. §313(3)(a)(3), the Trustees will enter into Executive Session to discuss a personnel matter. Seconded by Julie Nevins. Motion carried 4-0.

Trustees went into Executive Session at 6:27 p.m. and returned at 6:50 p.m. No decision was made during Executive Session.

ANNOUNCEMENTS/INFORMATION:

The next regular meeting of the Vernon Free Library Board of Trustees will be held Wednesday, February 9, 2022 at 5:30 p.m. This will be a hybrid meeting.

Meeting adjourned at 6:55 p.m.

Respectfully submitted,

Ellen Hardy, Recording Secretary