

**FINAL**

**Vernon Free Library Board of Trustees  
Regular Meeting  
June 9, 2021**

**MEMBERS PRESENT:**

Bronna Zlochiver, Chair  
Ellen Hardy  
Ian Hefele

**MEMBERS ABSENT:**

Joanne Leveille, Vice Chair  
Kristin Bratton

**STAFF:**

Jean Carr, Library Director

**REGULAR MEETING:**

The meeting was held electronically via Zoom.com. Bronna Zlochiver called the meeting to order at 5:06 p.m.

**CHAIR'S REMARKS:**

Bronna Zlochiver welcomed everyone to the meeting. Many adjustments have been made in Vernon since Vermont Yankee's closure. It is important to consider what the future of the Vernon Free Library will look like by reviewing goals and values and adjusting accordingly to reflect accountability, transparency, responsibility, integrity and community.

**PUBLIC PARTICIPATION:**

None

**AGENDA ADDITIONS/CORRECTIONS:**

- **A motion was made by Ellen Hardy to accept the minutes of the regular May 12, 2021 meeting as corrected.** Seconded by Ian Hefele. Carried 3-0.

**CORRECTION:** Within the Library Director's Report, ASPEN VOKAL Catalog bullet: Aspen *will be* a new look to Vernon Free Library's VOKAL Catalog. It is more interactive, provides more information and will make it easier for patrons to find things like new books in different categories, the books that are on the New York Times Best Seller List, and many more features. *Jean Carr is currently involved in the training*

**LIBRARY DIRECTOR'S REPORT:**

- ASPEN VOKAL weekly training continues. Initially training was proposed for five weeks. The system is complicated and training is ongoing. It is hoped that this new VOKAL piece will be live by the end of July;
- Financials: Expenditures are at 90.4% at 92.6% of the fiscal year

**NEW BUSINESS:**

- Budget Oversight Assignments: Trustees felt that they should be more familiar with the Vernon Free Library's annual budget. As a result, assignments were made for each budget line item. Trustees reviewed the assignment list and were asked to work on understanding the detail within each of their assigned areas. These items will be reviewed every three to six months

### **OLD BUSINESS:**

- Reopening Update: Jean Carr presented the Vernon Free Library Phased Reopening Plan, indicating that the Library would be concentrating on Phase 2 of opening. This would be in conjunction with the Vernon Selectboard opening the Town Office building, which will be discussed at their June 15, 2021 meeting. Phase 2 will start with appointments to visit the Library two days a week and will be built upon as the State of Vermont reopens.

**A motion was made by Bronna Zlochiver to accept the revised reopening plan dated June 8, 2021 with an actual opening date to be announced.** Seconded by Ian Hefele. Motion carried 3-0;

- Review Library Policies and Trustee Bylaws: After minimal discussion **a motion was made by Ellen Hardy to ratify the Vernon Free Library General Operating Procedures.** Seconded by Ian Hefele. Motion carried 3-0

The Vernon Free Library By-Laws will be ratified at the July 14, 2021 regular Trustees meeting;

- Explorations: Bronna Zlochiver reflected on preparing for the future of the Vernon Free Library and updated the group on succession planning and staffing. It is imperative to have a firm understanding of the personnel policies for Town employees. Ellen Hardy gave a fundraising update focusing on the annual appeal. Ian Hefele indicated that there is interest at the Vernon Elementary School regarding volunteering. Jean Carr reported that it is tough to get people from the community to come out to programs

### **ANNOUNCEMENT/INFORMATION:**

- If allowed by the Vernon Elementary School, Bronna Zlochiver and Ian Hefele will be putting up a Little Free Library near the school parking lot
- The next regular meeting of the Vernon Free Library Board of Trustees will be held July 14, 2021 at 5:00 pm

### **EXECUTIVE SESSION:**

**A motion was made by Bronna Zlochiver pursuant to 1 V.S.A. § 313 (3)(a)(3), the Trustees will enter into Executive Session to discuss a personnel matter at 6:10 pm.** Seconded by Ellen Hardy. Motion carried 3-0.

Trustees exited Executive Session at 6:50 pm. No decisions were made.

Meeting adjourned at 6:50 pm.

Respectfully submitted,

Ellen Hardy  
Recording Secretary