

**Vernon Free Library Board of Trustees  
Regular Meeting Minutes  
November 11, 2020**

**MEMBERS PRESENT:**

Bronna Zlochiver, Chair  
Joanne Leveille, Vice Chair/Clerk  
Kristen Dietrich, Recording Secretary  
Elaine Dietrich

**STAFF:** Jean Carr, Library Director

**ABSENT:**

Ian Hefele

**REGULAR MEETING:**

The meeting was held electronically via Zoom.com. Bronna Zlochiver called the meeting to order at 5:00 p.m.

**PUBLIC PARTICIPATION:**

None

**CHAIR'S REMARKS:**

None

**ADDITIONS TO THE AGENDA**

None

**APPROVAL OF THE MINUTES:**

- **A motion was made by Kristen Dietrich to accept the minutes of the September 9, 2020, regular meeting as written.** Seconded by Elaine Dietrich. Carried 4-0.

**LIBRARY DIRECTOR'S REPORT:**

**FINANCIAL**

- Budget Summary shows the Library at 38.24% of budget. The Library is at 35.06% of year.
- The expenditures include what was paid for out of the VFL Gift Fund (Book Bin) as well as what's paid for out of the Courier Grant. When those are deducted, actual Library expenditures are 36.03% of the budget.
- Some annual contracts have been paid for and will not be re-occurring expenses in this budget.

## FY 21-22 BUDGET

- Minimum wage is increasing to \$11.75/hour on January 1, 2021. That's more than the first step on the payroll grid. Jean Carr, Library Director, spoke to the Treasurer who said she will have to adjust the grid. Jean Carr is waiting to hear on that as it will change the Library's FY21-22 proposed budget.

## COVID-19

- Yesterday was our first day of in-person library visits by appointment only. We had a few appointments. Curbside service is continuing.
- With the huge uptick in COVID-19 case in the state and the travel restrictions, many libraries are examining their service and pondering going to curbside service only, but definitely going with appointment only in person visits.

## WIFI HOTSPOT

- Wednesday, November 11, 2020, the HotSpot was installed on the building thanks to Vermont Department of Public Service. WiFi will reach the whole parking lot on the Rte 142 side of the building and over to the gazebo.

## NEW BUSINESS

- Joanne Leveille is working on a draft of the Trustees Report for the 2020 Town Report.

## OLD BUSINESS

- The Trustees reviewed the progress of the Annual Appeal mailing.
- The Trustees discussed establishing a Library Zoom account.
- The Trustees discussed the Selectboard Library budget review schedule.

## ANNOUNCEMENTS/INFORMATION

- Trustees' next regular meeting will be Wednesday, December 9, 2020, at 5 p.m. The meeting will be held electronically via Zoom.com.

## MEETING ADJOURNED AT 5:30 p.m.

**Respectfully Submitted by**

**Kristen Dietrich, Recording Secretary**