

## **FINAL**

### **Vernon Free Library Board of Trustees Regular Meeting July 14, 2021**

#### **MEMBERS PRESENT:**

Bronna Zlochiver, Chair  
Joanne Leveille, Vice Chair  
Kristin Bratton  
Ellen Hardy  
Ian Hefele

#### **STAFF:**

Jean Carr, Library Director

#### **REGULAR MEETING:**

The meeting was hybrid, both in-person and via Zoom.com. Bronna Zlochiver called the meeting to order at 5:02 p.m.

#### **CHAIR'S REMARKS:**

Bronna Zlochiver noted that the Vernon Free Library has a vision and mission statement and wondered if a value statement to reflect accountability, transparency, responsibility, integrity and community is needed.

#### **PUBLIC PARTICIPATION:**

None

#### **AGENDA CORRECTIONS/ADDITIONS:**

None

#### **APPROVAL OF MINUTES:**

**A motion was made by Ian Hefele to accept the minutes of the regular June 9, 2021 minutes as written.** Seconded by Ellen Hardy. Carried 3-0. Kristin Bratton and Joanne Leveille abstained as they were not in attendance at the June 9, 2021, meeting.

#### **LIBRARY DIRECTOR'S REPORT:**

- Financial: The new fiscal year has just started. Final FY 20/21 numbers are not yet available;
- CARES Act Technology Grant: An outdoor Adirondack chair was purchased from and delivered by Vermont Woods Studio. They graciously sold Vernon Free Library a floor model at a reduced price and with an additional 10% discount. A small table has been ordered and it will be available later this year;
- Assistant Position Update: Abbey Buedinger has been hired to be a Library Assistant.

#### **NEW BUSINESS:**

- Update General Operating Procedures to include Juneteenth holiday: The General Operating Procedures will be updated to include the Juneteenth holiday and will be ratified at the August 11, 2021, regular Trustees' meeting.

- Report on ARPA Funding for Libraries webinar: Jean Carr updated the Trustees about the webinar and urged Trustees to review the State Library's website for full details about the grant. Vernon Free Library will receive \$3,483.19 in grant monies. The application process closes August 9, 2021, after grant application approval funds will be available in October, and all funds must be expended by July 2022.

Trustees and staff chose to purchase air purifiers, sneeze guards and outside furniture as grant expenditure items. Jean Carr will submit the application and budget prior to the next regular Trustee's meeting.

- Discussion on Fundraising: Ellen Hardy led a discussion on the annual appeal and fund raising, in general. Regarding the annual appeal, it was decided to look into scaling back the full letter and return envelope to a post card. Ian Hefele suggested a button on the Vernon Free Library's website to accept donations. Kristin Bratton suggested Opinion Jars as a way to raise funds. Kristin Bratton asked if the Vernon Free Library would be interested in participating in the next town wide tag sale via the book sale.
- Update on Assistant hiring process: See Director's report above.

#### **NEW BUSINESS:**

- Review Trustee Bylaws: **A motion was made by Joanne Leveille to approve the Bylaws as written and dated July 14, 2021.** Seconded by Kristin Bratton. Carried 5-0.
- Reopening: The Vernon Free Library will fully reopen to the public on August 2, 2021.

#### **EXECUTIVE SESSION:**

**A motion was made by Ian Hefele pursuant to 1 V.S.A. § 313(3)(a)(3), the Trustees and Jean Carr, Library Director will enter into Executive Session to discuss a personnel matter at 6:33 p.m.** Seconded by Joanne Leveille. Motion carried 5-0.

Trustees and staff exited Executive Session at 7:37 p.m. No decisions were made.

#### **ANNOUNCEMENTS/INFORMATION:**

The next regular meeting of the Vernon Free Library Board of Trustees will be held August 11, 2021, at 5:00 p.m.

Meeting adjourned at 7:38 p.m.

Respectfully submitted,

Ellen Hardy  
Recording Secretary