

**Vernon Free Library Board of Trustees
Regular Meeting Minutes
October 9, 2019**

MEMBERS PRESENT:

Bronna Zlochiver, Chair
Joanne Leveille, Vice Chair
Kristen Dietrich, Recording Secretary

OTHERS PRESENT:

Jean Carr, Library Director

MEMBERS ABSENT:

None

GUESTS:

Ian Hefe
Elaine Dietrich

REGULAR MEETING:

Bronna Zlochiver called the meeting to order at 4:58 pm.

PUBLIC PARTICIPATION:

None

CHAIR'S REMARKS:

Bronna Zlochiver welcomed everyone to the meeting and introduced Ian Hefe and Elaine Dietrich as Vernon Free Library Board of Trustees candidates.

ADDITIONS/CORRECTIONS TO THE AGENDA:

- ❖ **A motion was made by Joanne Leveille to add the resignation of Vernon Free Library Trustee, Amy Emery, under New Business.** Seconded by Kristen Dietrich. Carried 3-0.
- ❖ **A motion was made by Joanne Leveille to add a discussion of reorganizing the Vernon Free Library Board of Trustees under New Business.** Seconded by Bronna Zlochiver. Carried 3-0.

APPROVAL OF THE MINUTES:

A motion was made by Joanne Leveille to accept the minutes of the September 11, 2019, regular meeting of the Vernon Free Library Board of Trustees as written. Seconded by Kristen Dietrich. Carried 3-0.

LIBRARY DIRECTOR'S REPORT:

- ❖ **Financials:** Current Library expenditures are at 27.07% of its budget for Fiscal Year 2019-2020 and we are at 27.12% of the fiscal year.
- ❖ The Vernon Free Library received a Little Libraries Grant through AARP. The Library will use this grant to hold a workshop on January 25, 2020 from 10 AM–2PM. At the workshop, participants, working in pairs can build up to 6 Little Libraries.
- ❖ Minimum wage will increase 18 cents to \$10.96 on January 1, 2020. The increase will result in approximately \$93.60 more in wages from the Vernon Free Library budget for Fiscal Year 2019-2020.

OLD BUSINESS:

- ❖ **Annual Appeal:** Trustees discussed the tasks/schedule for sending the 2019 Annual Appeal Letter out before Thanksgiving. Costs for the mailing will be taken from the Vernon Free Library Gift Fund. Bronna Zlochiver will begin printing the Appeal Letter in the morning on Tuesday, October 15, 2015 at the Vernon Free Library. Joanne Leveille and Elaine Dietrich will help fold letters that morning and Kristen Dietrich and Ian Hefele will fold letters that evening.
- ❖ **FY2020-2021 Budget:** Trustees discussed the outcome of the Vernon Free Library budget meeting with the Vernon Select Board.
- ❖ **Vernon Artisan Market Bake Sale:** Trustees discussed ways to recruit volunteers to bake for the sale. Joanne Leveille and Kristen Dietrich will organize the sale. Baked goods can be dropped off at the Vernon Free Library on Saturday, November 2, 2019 from 9 AM-12PM or at the Mountain View Seventh-day Adventist Church on Sunday, November 3, 2019 at 10 AM.

NEW BUSINESS:

- ❖ **A motion was made by Kristen Dietrich to accept the resignations of, Janis Pereira and Amy Emery, from the Vernon Free Library Board of Trustees.** Seconded by Joanne Leveille. Carried 3-0.
- ❖ **A motion was made by Bronna Zlochiver to accept Kristen Dietrich as Recording Secretary.** Seconded by Joanne Leveille. Carried 2-0, 1 abstained.
- ❖ **A motion was made by Joanne Leveille to approve Ian Hefele and Elaine Dietrich as Vernon Free Library Trustees (subject to appointment by the Vernon Select Board) to serve until the 2020 Town Meeting.** Seconded by Bronna Zlochiver. Carried 3-0
- ❖ **Capital Plan:** The Vernon Free Library doesn't have any requests for the Capital Plan at this time.
- ❖ **Trustees Workshop Debrief:** Bronna Zlochiver and Kristen Dietrich discussed the Trustee workshop they attended. Handouts of the Harwood Method received at the workshop were circulated. The handouts will be discussed at a future Vernon Free Library Board of Trustees meeting in January 2020 as a way to improve the Vernon Free Library's community outreach.
- ❖ **Reorganization of Vernon Free Library Board of Trustees:** Postponed until Vernon Free Library Board of Trustees candidates, Ian Hefele and Elaine Dietrich, are approved

ANNOUNCEMENTS/INFORMATION

Next Meeting: Wednesday, November 13, 2019, at 5 pm.

MEETING ADJOURNED AT 6:04 PM.

Respectfully Submitted by

Kristen Dietrich, Recording Secretary