

**ABBOTT MEMORIAL LIBRARY  
BOARD of TRUSTEES *draft* MINUTES  
February 10, 2020**

The meeting began at 7:10 PM.

Present: Anne Bower, Betsy Rhodes, Jean Souter, Tina Clifford, Tessa Westbrook, and Cory Smith, Librarian

Absent: Nancy Merrill

Guest: Chuck Gundersen

The agenda was reviewed and adopted. The minutes were approved.

### **REPORTS**

*Librarian:* Cory presented a written report which will be included with these minutes.

Additionally, the Climate Discussion is tentatively set for April 26. Also, the second half of an unsolicited gift was received from the Cynthia and Vincent Jones Fund.

*Building and Grounds:* The radon levels continue to be monitored. If the levels stay high or go up, we may consider more fans or another dehumidifier for the winter months.

After doing much research, Betsy came to the trustees with options for replacing the light fixtures. The board gave Betsy approval to purchase the chosen fixtures as long as it works with electrician Jason Cayer's safety criteria. He will also do the work in the basement, creating separate outlets for the hot water heater and air exchanger.

*Treasurer:* Nancy has been working with Chuck Gundersen, showing him how to use the IBM computer and the necessary programs for keeping the books. Chuck will do the bills at the end of February with Nancy's help.

*Development:* This was Tessa's last meeting. We appreciate all the work she has put in on running the Development part of The Abbott Memorial Library. Heather Durkel has agreed to join the board and will replace Tessa at the March meeting. Tessa will teach Heather how she's done things in the past for a smooth transition.

Checks from the annual appeal are still trickling in, and Tessa has been sending out thank yous.

*Community Outreach:* The programs are set for the winter series, including the Moth Storytelling, the Vermont Reads book discussion, and the Climate Discussion. The theme for the Moth will be forthcoming. Cory moved the Valentine Party to February 11<sup>th</sup>, and set the WES Book Club discussion ([Ban This Book](#)) to February 26<sup>th</sup>.

The books are in for the Vermont Reads program ([The Hate You Give](#)). Tina will post the information about Vermont Reads, along with our other programs, on the various listservs; Pomfret, Woodstock, Upper Valley, and Front Porch Forum. Information about it will also be put in the Vermont Standard, informing the public of its strong language and powerful themes while encouraging us to read this challenging but necessary book.

*Chair:* Anne, Tina, and Cory had lunch together regarding the required librarian/trustee annual review. The Hutchinson chair is back from loan from The History Center in Woodstock. There was a discussion on what to do with it now. Anne found and read some interesting facts about the life of Reverend Hutchinson. Betsy will speak with Alan Graham to see if there is interest in passing it on to the Pomfret Historical Society.

### **OLD BUSINESS**

See Reports

### **NEW BUSINESS**

*Prepare for Town Meeting:* Anne will not be here. We established who will be doing the nominating for the open positions on the board. Tina and Betsy are both up for a three year spot, Chuck Gundersen will be nominated for a one year position to finish Nancy Merrill's term, and Heather Durkel will be nominated for a one year position to finish Tessa Westbrook's term. Betsy will answer any questions about the budget should they arise. Cory will announce that the Vermont Reads books are available.

*Other:* Cory suggested that we put up posters at the Town Meeting to alert the public of our upcoming events. Betsy will do the Moth. Cory will make one for Vermont Reads.

The meeting adjourned at 8:39 PM

The next Board of Trustees Meeting will take place at 7 PM at the library on Monday, March 23, 2020.

Respectfully submitted,  
Jean Souter