

**ABBOTT MEMORIAL LIBRARY
BOARD OF TRUSTEES MINUTES
August 16, 2021**

The August 16, 2021 meeting took place in person at the Abbott Memorial Library.

The meeting began at 7:08 PM.

Present: Anne Bower, Betsy Rhodes, Tina Clifford, Jean Souter, Mary Worrell, and Cory Smith, Librarian.

Absent: Susan Burgess

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

REPORTS

Librarian: Cory reported that the fiscal year was wrapped up by the end of June with all of the ordering complete. (There was no July meeting). Because of Covid, there was no summer reading program offered but reading logs were available for children. Once completed, a \$10 gift certificate to the Yankee Book Store is given. Ten reading logs have gone out and three have come back so far.

The library has been well used this summer with the addition some new patrons.

As of February, there are 14 accounts with Kanopy. \$135 has been spent so far, averaging about \$25/month.

Ian Coates has been mowing the lawns on a regular basis. His dad, Bob, asked if he could set up a booth on the lawn some Saturday in September promoting the Boy Scouts. The board gave its approval.

The furnace was cleaned by Dead River as part of our contract. We will use them for at least one more year, and look into being on the town plan next year. We discussed whether to do a pre-buy with them. Cory will monitor the prices and lock in with them within the next two weeks.

JoAnn Webb will retire at the end of August after working at the library for 20 years. We all thank her for her service. She will sub when she can until her position is filled. The board approved of hiring Sue Heston, who has been assisting at the library for years. While Cory is on vacation, she may need some of the board members to fill in if JoAnn, Sue, or Barbara Henzel cannot be there.

Building and Grounds: Betsy reported that the radon level is acceptable, fluctuating depending on the moisture in the ground and in the air.

John Barnes is still on schedule to do the stone work in the fall. Betsy would like him to look at the additional crumbling on the basement wall, probably due to our wet and humid summer.

Betsy updated us on the stream bank restoration. There will probably be a curved guardrail put in on the corner of Stage Road and Library Street near Teagos, for safety and protection of the bridge. Jon Harrington wrote and received a \$44,000 grant from VTrans to study the safest way for bike and pedestrian traffic to get around on Stage Road and Library Street, keeping the use of the library and Teagos in mind.

Betsy and Cory cleaned up the library grounds, including removing the last of the poison

parsnip between ArtisTree and the library.

Betsy saw Jane Metcalf and thanked her for the garden upkeep. She is happy to continue as a volunteer for our beautiful garden.

Treasurer: Susan was unable to attend the meeting. The monthly financials were emailed to us. Anne spoke to Susan about paying for the work that Bill Gallup, the architect, did for us. At our June meeting, the board had approved the transferring up to \$10,000 from operating funds to the endowment transfer account, and this was done by Ellen DesMeules at the end of June. As requested by the board, Susan consulted with John Moore about investment policy and strategy, and at his suggestion moved the library reserve funds into our Vanguard brokerage account in order to have more flexibility in selecting investments with better potential returns.

Development: Mary has been reading past annual appeal letters to get an idea of what this year's letter might entail. She will have a rough draft ready for our next meeting. She will ask Becky, town clerk, for an updated grand list. If she can find out who the new residents are, she may send them a welcome letter.

Community Outreach: The summer Moth was cancelled. There were too many variables with the uptick of Covid cases, and holding it outside was not acceptable due to the noise. We are still on schedule to work with the high school, and possibly The Thompson Center, on the Vermont Reads Program. The books (*We Contain Multitudes*) have not come in yet. We will make plans at our September meeting.

Anne proposed doing a presentation on her new poetry book, *Getting It Down on Paper*, that she co-authored with Pam Ahlen. They would do readings from it and hold a discussion. The board was enthusiastic, and with confirmation from Pam, it was decided to hold it on Sunday, October 3, at 3pm at the library.

OLD BUSINESS

Accessibility plans for Library: The architect's plans were sent to the board members ahead of the meeting. After a long discussion, we agreed not to pursue these particular plans at this time. We have many potential ways to make our programs accessible. Anne will ask the Selectboard and the Planning Commission if they have any interest in making any other town buildings ADA accessible, other than the town office.

Long Range Planning Commission: The first meeting will be held on Monday, August 30, at 3:30. There are six community members on this committee, including two board members and Cory.

Vermont Reads and Summer Moth: See Outreach

Funds for Reserve: See Treasurer

NEW BUSINESS

Covid-19 and variants: We will continue to monitor and modify our guidelines as needed.

The meeting adjourned at 9:00 PM.

The next Board of Trustees Meeting will take place at 7 PM on Monday, September 20, 2021 at the library.

Respectfully submitted,

Jean Souter