

February 10, 2020

Carrie Cooker, Eve Ermer, Anne Linehan, Fern Strong, Sarah Tischer Scully, Jean Wolfe, Ben Wolfe

### **Community Input**

Tunbridge Walking Group have shifted their time so that some members can attend the QuiJong sessions, which have been very well attended.

Winter Evening from Chris Tuttle was well received.

Tunbridge Farmer's Panel was postponed to this coming Friday due to weather.

### **Secretary's Report**

Minutes from January 13, 2020 were approved as written.

### **Treasurer's Report**

Warrant Review: Eve suspects that the Dead River propane bill was paid twice, but this is not a problem for now. Overpayment will be credited to account with interest. Eve will keep track of this and make sure that this is cleared up.

Budget update: Over 60% in spending for electricity and books. Staff wages are on budget.

Fundraising update: YTD is \$6,495 which is 72% of target amount for budget. Anne will draft an appeal that the library will send out via email.

Trustees discussed the need for budgeted funds from Trustees of Public Funds and will follow up with them to ensure that any request is made according to their procedures.

Review time sheets: signed.

### **Librarian's Report**

Story hour was well attended with 18 children.

Library has received a wealth of good-quality book donations; a number of which will be added to the permanent collections.

Connection with high school children who have been volunteering and assisting with software upgrades.

Mariah has been doing more with promoting the Library on social media.

Jean asked that Trustees attend the next art opening Sunday, February 23 from 2-4pm.

Jean stated that she would like to retire by end of August. We asked her for a formal written statement with an end date.

### **Old Business**

Strategic planning update: Sarah will distribute amended from our January meeting; no new developments.

Update on the Orange County Parent-Child Center outreach project.

Fern had shared Mariah's proposal for an additional 5 hours per month for a pilot program, which outlined her activities but did not include a specific request for funds.

Eve had an informal conversation with the Friends about funding for the pilot program for OCPCC. Eve will contact Friends with a written proposal for \$1,000 (\$750 salary; \$250 supplies) for a pilot to run through December 2020. If a permanent program is to be established it would be budgeted in November 2020 for the 2021 - 2022 budget.

Ideas for potential new board members were discussed and several suggestions of interested persons made.

### **New Business**

Town Meeting prep.

Eve will speak on behalf of Trustees but requested that others attend the pre-town meeting in case of questions. Sarah, Carrie, and/or Fern will attend pre-town meeting

Carrie asked the minutes reflect her appreciation for the work that Anne and Sarah have done in their tenure as Trustees.

### **Action Items**

Anne will draft a followup fundraising appeal that the Library will send to their email list.

Carrie will contact Lara Keenan, Library Consultant for VT Department of Libraries – Governance and Management, to discuss transition and hiring process given Jean's retirement. Contact information: lara.keenan@vermont.gov (802) 636-0026

Eve will contact Trustees of Public Funds to ask about their timeline for making requests.

Sarah will send edited minutes from last strategic planning meeting.

Trustees will contact potential new Trustees to run for open seats.

Carrie, Fern, and/or Sarah will attend pre-town meeting; Eve will draft comments for Town Meeting Day.

**Next regular meeting date (hold): March 9, 2020**