

TUNBRIDGE LIBRARY TRUSTEE MEETING

DATE: April 12 ,2021 TIME: 7-9 PM

VIRTUAL: Link provided @ tunbridglibrary.org

In attendance: Theresa FitzGerald, Anna Dechert, Mark Bomalaski, Michael Krauthamer, Anita Abbot, Mariah Lawrence, Jean Wolfe, Marsha Higgins

Community Members: Todd Tyson, Geoff Hansen, Kathi Terami

Community Input: Kathi Terami stressed the need for everyone in the community to have a voice and be called on during zoom meetings, as opposed to writing (Chat), and can a trustee be designated at the beginning of the meetings to do so? Todd Tyson asked for a liaison between the Friends of the TPL and TPL trustees. Mark agreed to connect the two groups. Jim Ludwig volunteered to do maintenance with Eileen Ahearn on the TPL gardens. Mark also volunteered.

Secretary Report- approve minutes from March 8, 2021 and Special Meeting from 4/5/2021 . The March 8, 2021 minutes are not yet approved, we voted on, and approved, postponing them until the next meeting in May. The Special Meeting Minutes of April 5, 2021 were approved.

Geoff Hanson to report on his work to date & address any questions regarding posting agendas & minutes going forward: From his car in the McDonald's parking lot in W. Lebanon, Geoff, our conduit to the TPL website, asked if there was a way to access past agendas? He has previously converted them into documents, and asked that the TPL secretary submit a pdf or google doc for drafts. We have 5 days to post them to the website; the google shared drive is on the TPL Gmail website.

Treasurer Report -Library affairs are in good order. We have received \$2,106. in donations. Theresa will email Warrants and Time Sheets, each needing 3 trustee signatures, every month to the trustees. Becky Hoyt has been a great help as the Town treasurer .

Librarian Report - Jean Wolfe graciously turned this over to in-coming library director Mariah Lawrence. Art project for Generation Connect was a success, with a 1-80 year old age group represented. Regular programming is going well, as is the new 'by-appointment' visits to the library. Mariah has designated new library hours: Mondays 10-6, Wednesdays and Fridays 3-7, and Saturdays 9-12, to begin April 19th. A third Generation Connect in concert with the Chelsea Public Library, is to begin with 10 people from each town participating. Will there be a trustee Haiku page?

Committee Report- TPL Director Hiring Committee. *See also "new business."* We have notified the other director candidates that the position was filled. Advertising to be taken down. Motion to complete responsibility of the hiring committee was agreed.

Old Business: No issues.

Energy audit updates. Theresa's updates regarding conversations with Ben Linehan replacing water heater and other related work. Updates from Todd. Additional discussion regarding energy audit report sent out on 3/8/2021. Brocklebank Plumbing completed the required repairs to the hot water heater and related plumbing issues. Interior storm frames, insulation and sealing will be needed throughout the building to tighten it up. The furnace needs to be replaced. State and federal monies are available, as are experienced local volunteers. Todd Tyson to get estimates for solar power, heat pumps (with propane back-up), new furnace and smart thermostats. (The town may receive money for energy updates.)

Updates from library staff regarding 4/1/2021 reopening including questions, concerns, and covid safety.

Discussion of when to safely resume outdoor, in-person programming, book sale, and meetings in the community room. 25 people can meet outside, with sign-ups required. Covered space is available in case of rain. Motion to support with consideration to do contact tracing was accepted.

Updates/thoughts/concerns regarding access to board minutes and website changes to minutes archive. We agreed to be diligent about interpersonal trustee communication.

Review progress on action items from last meeting. Warrant from last month was signed.

New Business: Anna will archive the Hiring Committee paperwork/process on a drive and secure a written copy for future reference. Transition of library directors to be written and sent to the Herald under the Tunbridge Library column. Must be done by Monday to be in Thursday's Herald.

Discussion of funding currently available from a memorial fund for outdoor space development. Mariah will contact Gary Mullen and attend the Selectboard meeting in reference to the \$1800. donation to improve the library's open space.

Updates pertaining to the hiring committee's recommendation to hire Mariah Lawrence as library director (recommendation accepted unanimously by trustees at special meeting on 4/5/2021-- see minutes here: <https://static1.squarespace.com/static/51cc7576e4b07cb3e85228ad/t/606dcdf9a45221661bda68d6/1617808889944/20210405-trustees-mins-tunbridge-library-vt.pdf>). Input from Mark and Theresa regarding follow-up with the prospective new hire, next steps, etc. Mariah met with the town treasurer and submitted her new hours (25-30 hours per week). She wants flexibility in special programming to bring in specific staff. Effective date is April 19th. Jean Wolfe to retire April 30.

Public comments: Kathi Terami stated that as the state loosens public restrictions, and there are currently no covid pediatric vaccines, we must be more aware of our citizens. She also wanted "a huge thank you to Jean for 38 years of service", and a welcome to Mariah.

Action Items:

Theresa will post evaluations on furnace, thermostats, and the basement situation to the Google folder TPL account.

Anna will archive the Hiring Committee work (see New Business), and write a draft to send to the Herald and other social media sites about the transitioning of library director.

Mariah will talk to Gary Mullen about the \$1800. gift received for the library for external use. (Fencing). Additionally she will post the new library hours to the Tunbridge Listserve, and add Michael to the google docs. She will also post the energy audit.

Meeting adjourned 8:59. Next meeting May 10, 2021 at 7:00pm