

Minutes: Tunbridge Library Trustee Regular Meeting

Date: Tuesday November 2, 2021

Time: 6:00pm

Place: Tunbridge Public Library

Virtual: Link provided @ tunbridgelibrary.org

MINUTES (FINAL)

Participants: Anna Dechert, Mariah Lawrence, Michael Krauthamer, Theresa Fitzgerald, Catherine Freese

Community Input:

- *Anna noted Josh Harwood changed out storm windows and noted sizable gaps between storm window frames and window frames which decreases energy efficiency - note to selectboard for future outdoor building updates.*
- *Theresa: community member requested future books by a favorite author to be automatically acquired - Mariah will look into how to automate this.*

Secretary Report: Approve Minutes from October 2021

- *Anna moved to approve Oct minutes, Catherine seconded, approved.*

Treasurer Report: FY23 budget approval in preparation for November 9th Selectboard meeting

- *Warrant circulated for approval. Charges included changing the locks so that the librarian can better control who has access to the space.*
- *Income: grant received for courier services; \$250 from VT Community Foundation donation*
- *Budget FY22-23*
 - *Budget will be presented with expanded categories to be more in line with how other town programs report rather than previous library budget reports.*
 - *"Programs" expense line includes \$2000 from the Friends of the Library income that is designated toward programming expenses.*
 - *Theresa will present the budget to the Selectboard Nov9*
- *Theresa motioned to formally request \$2000 income from Friends of the Library for the FY22 spending; Catherine seconded; approved.*
- *Theresa noted all treasurer reports and relevant docs are in the shared Trustees drive to ensure smooth future transitions.*
- *Anna moved to accept treasurer's report, Michael seconded, approved.*

Librarian Report: Program updates

- *Mariah participated in "Resilient Together" workshop with TCS librarian and Chelsea librarian, with focus on growing relationships between public schools and town libraries*
- *ARPA grant for collection development is expected soon*
- *Programs have included: cider-fest, spooky story telling*

- *Book buddies program will be temporarily suspended due to increased COVID cases in town*
- *Catherine moved to accept librarian's report, Michael seconded, approved.*

Old Business:

Annual Fund letter updates:

- Letter completion
- Paypal button addition
- Patch purchase for \$25+ donations
- *Annual Fun(d) Letter is READY! (and looks fantastic). Letters will be sent via generic Postal Patron service to town addresses, grand list addresses that are not 05077, and past donor addresses that are not 05077*

New Business: nope

Public Comments: none

Action Items:

- *We will get together for a work day to process/prepare/mail the fund letters (before Thanksgiving?)*

Michael moved to adjourn at 7:30pm; Seconded and approved.