

Georgia Public Library
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Library Trustees
Paula Ralston, Chair
Ben Ebert, Vice Chair
Cindy Rutkowski, Secretary
Gary Deziel, Treasurer
Margo Coy, Member at Large

Georgia Public Library Trustee Meeting Minutes
February 10, 2020, 6:00 - 8:00 pm
Location: Georgia Public Library

Attendees: Bridget Stone-Allard, Margo Coy, Gary Deziel Ben Ebert, Paula Ralston, Cindy Rutkowski

Visitors: Jess Fike, Mindy Grange

Paula called the meeting to order at 6:05 p.m.

1. Additions or deletions of agenda items - none
2. Review of January 13th minutes - Margo moved that the minutes be approved as written and Ben seconded. Bridget asked for a correction to a policy reference. All approved the minutes as amended.
3. Public appearances: Jess and Mindy (Friends of the Library) - Mindy provided an update of the new Friends group. Jess and Mindy have met with another member, Cassie Waltz, to work on what tasks lie ahead. They are trying to get some background on the previous group - is bank account closed so they can open a new one, is there a charter or by-laws (Margo suggested they contact Jeff Marshall). Paula will contact Heather to see if she can provide any information. The Friends have their own email address: friendsofgeorgialibrary@gmail.com

We then brainstormed fundraising ideas together (we need to check in with Cheryl about other events going on):

- a. Community day - lots of family activities
 - b. Rockin Ron the Friendly Pirate
 - c. VT author appearance - maybe a series
 - d. Evening for adults - silent action, music
 - e. Run/walk/bike event, chair massage
 - f. Polar plunge
 - g. Big tent event - BBQ - have shuttle from park and ride, maybe do at Georgia Beach - do for finale of summer reading program
 - h. Restaurants - X% for GPL night
 - i. Book sale - very labor intensive
 - j. Local artist event - artists provide items for silent auction, beer & wine
 - k. Pet parade
4. Treasurer's Report: 2020 budget - reserve was cut to \$5000, total approved is \$144023.
 5. Library Director's Report: Next policies to work on: March - meeting room policy needs an addendum, April - 3.3 Confidentiality of records, May - 2.3 Volunteers, June - Internet use. A discussion took place about staff IT skills and the need for some IT guidance. Bridget talked to Amber about contacting the Town IT consultant about computer set up and Amber suggested that the computer budgeted for 2020 be purchased now so that both computers could be set up at the same time. Bridget will ask

the consultant to visit the library to see what their needs are as the computer purchased last year was more than is needed. Bridget said that Green Mountain Courier, who delivers book loans, has increased their rate to \$20 a trip. VT Dept of Libraries is working on a new contract with them. The VT Arts Council is doing several workshops in Vermont on grant writing, Bridget will attend one of these and Trustees may attend as well. Bridget shared her Town Library report that showed a significant increase in attendance and services.

6. Committee Reports: None
7. Old (unfinished) Calendar - March Town meeting and scheduling a volunteer appreciation day; April - work more on fundraising events, library appreciation day; May - do library spring clean up and decide on June date for planting flowers
8. New Business: Plans for Town Meeting Day include setting up a table with materials similar to last year. Jess Fike is doing a Facebook page for Town meeting and asked for some bullet points for the library budget.
9. Executive Session: None: ¹
10. Concerns for select board: Outdoor lights - when will they be installed?
11. Public comment: None
13. Date of next meeting: March 9, 2020 at 6 p.m..
14. Meeting was adjourned at 7:50 p.m.

¹ The only permissible reasons for going into executive session are set forth in 1 V.S.A. § 313. One category, requires the public body to make a specific finding that “premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage” prior to considering one of the following in executive session: contracts; labor relations agreements with employees; arbitration or mediation; grievances, other than tax grievances; pending or probable civil litigation or a prosecution, to which the public body is or may be a party; or confidential attorney-client communications made for the purpose of providing professional legal services to the body. Other things a public body may consider in executive session are: The negotiating or securing of real estate purchase or lease options; The appointment or employment or evaluation of a public officer or employee, provided that the public body makes its final decision to hire or appoint a public officer or employee in an open meeting and must explain the reasons for its final decision during the open meeting; A disciplinary or dismissal action against a public officer or employee; but nothing in this subsection shall be construed to impair the right of such officer or employee to a public hearing if formal charges are brought; A clear and imminent peril to the public safety; Discussion or consideration of records or documents that are not public documents under the access to public records act. However, when the board discusses or considers the excepted record or document it may not also discuss the general subject to which the record pertains; The academic records or suspension or discipline of students; Municipal or school security or emergency response measures, the disclosure of which could jeopardize public safety. <https://www.sec.state.vt.us/media/514454/A-GUIDE-TO-OPEN-MEETINGS.pdf>