

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
January 13, 2020, 6:00 - 8:00 pm
Location: Georgia Public Library

Attendees: Bridget Stone-Allard, Margo Coy, Gary Deziel (arrived at 6:30), Ben Ebert, Paula Ralston, Cindy Rutkowski

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

1. Additions or deletions of agenda items - add discussion of Georgia water district to Old Business
2. Review of Dec. 16th minutes - Margo moved that the minutes be approved as written and Ben seconded. All approved.
3. Public appearances: None
4. Treasurer's Report: We ended 2019 with \$174 left in our budget. Our 2020 budget will increase by 5% but that includes a \$10,000 reserve requested by the Selectboard as well as one new patron computer (one computer replaced per year at the request of the Selectboard) and a 2% payroll increase. Paula and Gary to meet with the Selectboard next week to go over our draft 2020 budget.
5. Library Director's Report: Library Director's Report: End of year purchases included bean bag chairs for the children's section, ten new chairs for the meeting room, a new patron computer, and AV shelving. Joe gave his notice and Jeremy Little (who works Saturdays) is interested in the position so Bridget will offer it to him with the Board's approval. Bill McSalis training has been moved to March 12th. Gary will be presenting to FLARE (Franklin County libraries) about how to budget. Bridget's annual report to the state is almost complete and notes the successes for 2019. A Front Porch survey on libraries was sent out by a college class and was not endorsed by VT Libraries. VT Dept of Libraries changed the title to better reflect what it is and several libraries have released a statement that this is not a local library survey. "Star Wars Story Time" will be held 1/18/2020. Bridget presented 4 updated policies for approval and 2 for deletion. Approved by the Board were: 1.6.3, 3.3.1, 3.4.1, 3.4.2, 3.5 and 3.6. Policies 3.4.1 and 3.4.2 were deleted from the policy book as they are procedures, not policies. Margo made a motion to accepted the 4 policies as amended and the deletion of 2 policies. Ben seconded and all approved.
6. Committee Reports: Paula, Gary and Cindy attended a select board meeting to discuss the ADA library project. The select board is willing to make ADA changes as required but will wait on any further construction for now. Paula asked Bridget to check with Susannah Brown to see if she would be willing to sell the town a 100 foot strip along the back of the library so that an ADA approved entrance could be built there. Ms. Brown declined. There are several grants that we could apply for to help with cost.
7. Old (unfinished) Business: Paula will email Trustees an evaluation form for Bridget for their review. Sara's evaluation will be completed by the end of February by Bridget. The board discussed the request by the South Georgia Fire District to use the meeting

room. They asked if they could stay past closing time and pay overtime for staff who had to remain until they were done. Cindy moved that we offer the meeting room to be used only during normal hours of operation, Margo seconded and all approved. The old Friends group still has some funds left so Paula will contact them to see what they are planning to do with it.

8. New Business: Plans for Town Meeting Day include setting up a table with materials similar to last year. Bridget might arrange for residents to obtain a library card and some books might be there for patrons to check out. The new Friends group will be invited to participate as well. Paula may speak about the ADA project.
9. Executive Session: None: ¹
10. Concerns for select board: None
11. Public comment: None
13. Date of next meeting: February 10, 2020 at 6 p.m..
14. Meeting was adjourned at 7:45 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>