

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  
March 9, 2020, 6:00 - 8:00 pm  
Location: Georgia Public Library

**Attendees:** Bridget Stone-Allard, Margo Coy (by phone), Ben Ebert, Paula Ralston, Cindy Rutkowski

**Absent:** Gary Deziel (excused)

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

1. Additions or deletions of agenda items - none
2. Review of February 10th minutes - Ben moved that the minutes be approved as written and Cindy seconded, all approved. Paula said that the selectboard would be appointing Gary as a trustee at their next meeting. She asked that we wait until the April meeting to vote on trustee positions.
3. Public appearances: None
4. Treasurer's Report: Bridget needs to check on the phone bill as it seems high, it might be due to Comcast services bill. The budget is on target for the year.
5. Library Director's Report: policy 1.2.4 was reviewed with an addition to ask for specific contact information, a Google form has been created for patron use. A discussion took place about changing "smoking" to "tobacco". Bridget will check with Amber on recent changes the selectboard make regarding tobacco products. The policy will be submitted for approval at the April meeting. Many programs have been added for the month of March including one on March 17th - a presentation on the Fenian raid and one on March 21 on worm composting with Bob Enstrom (free worms!). In response to Covid-19, the library is sanitizing keyboards, doors and tables once or twice a day. Thanks to Amber for helping the library with outdoor lights! Bill McSallis will do the safety/security presentation to staff on March 12th. Bridget brought up IT needs and said that staff could learn how to do some of the IT duties but it's very time consuming and sometimes complicated so we should consider outside help. The town uses Matt Bouchard but pays \$65/hour, we might be able to find someone for a lower rate. It was suggested we might be able to hire whomever the town school is using. Matt also recommended a \$1500 Dell computer for purchase which has way more bells and whistles than what patrons need. Bridget suggested Chrome books instead which is status quo for other area libraries. After the discussion, Bridget proposed that we have a sub-committee to work specifically on IT issues. Ben volunteered and Gary might wish to join also. A community member could be added, Bridget will look into it. The group will try to meet within a few weeks. Bridget needs to check on who is responsible for inside building wiring and modem.
6. Committee Reports: None
7. Old (unfinished) Calendar - a volunteer appreciation day has been scheduled for May 16th. Personal notes will be sent to volunteers to thank them and ask them to join us

for bagels and coffee. We will also be doing a library spring cleaning and painting Bridget's office that day.

8. New Business: None
9. Executive Session: None: <sup>1</sup>
10. Concerns for select board: 1) Who did the town use for their website creation and do they know of anyone in the Town who does this? 2) Can we get on the April 27th agenda to discuss the library ADA project?
11. Public comment: None
13. Date of next meeting: April 13, 2020 at 6 p.m..
14. Meeting was adjourned at 7:05 p.m.

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<sup>1</sup> 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>