

Georgia Public Library
1697 Ethan Allen Highway
Georgia, Vermont 05454
(802) 524-4643
www.georgiapubliclibraryvt.org/
gplvt@yahoo.com



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
August 19, 2019, 6:30 - 8:00 pm
Location: Georgia Public Library

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

Paula called the meeting to order at 6:33 p.m.

1. Cindy moved that the discussion of our 2020 budget be moved to new business and Margo seconded.
2. Public appearances: None scheduled but trustees were introduced to the new library assistant, Joe Kranz. Also, Jessica Fike made an appearance and discussed some grant opportunities that might be utilized by the Friends of the Library. Jessica will be contacting Tolitha to let her know she is interested in becoming a Friend.
3. Secretary's Report: Margo moved that the secretary's report for June 12 and July 22 be accepted, Ben seconded and all approved.
4. Treasurer's Report: Gary informed the group that we have 37% of budgeted funds left and have 37% of the fiscal year left. \$429 have been collected for copier fees, lost book reimbursements and out of town patron fees. Bridget said that we have received grants that offset the cost of summer programming and for librarian training.
5. Library Director's Report: Joe Kranz, new library assistant, will begin August 21st. There were 43 summer programs serving 192 adults and 250 children. 721 children read 900 books over the summer. On September 4th, Bridget and Sarah will be attending a Small Libraries conference in Burlington. They have received a scholarship to pay for conference fees. Bridget will be drafting a Narcan procedure based on those written by the Ilsley and Cabot Libraries. She will forward the draft to John Klesch for review and comment. It's possible the town may want to adopt the procedure. Dwayne Le-tourneau has given free IT services to the library. Bridget asked if she could give the old public computers to him. Gary will discuss with Amber as these will have to come off the capital list.
6. Committee Reports: None
7. Old (unfinished) Business: None
8. New Business: The library will need to think about storage when the Georgia Museum moves their items into the current storage area. This will be discussed with the group who will be drafting the ADA renovation later this year. A PACIF risk assessment report was reviewed and most items needing correction will be addressed as part of the renovation project. One item that should be addressed asap is the walkway to the library entrance, this is a tripping hazard. Improving library security was discussed and the idea of installing a "push button" at the front desk to notify law enforcement is being considered. Often librarians are alone in the evening or on weekends. 2020 budget - Gary will start assembling the numbers so that we will be prepared ahead of time.

The group decided we will change our meeting time from 6:30 to 6:00 p.m. and will go until 8:00 p.m. Cindy will contact the town office about changing the calendar.

9. Other Business: None

10. Executive Session: None: ¹

11. Public Comment: None

12. Concerns for the Selectboard : PACIF inspection - repair of front walk, heating zone valves on the east side of the building need replacing before cool weather, ceiling tiles still need to be replaced, Narcan procedure to be drafted

13. Date of next meeting: September 23, 2019.

14. Meeting was adjourned at 8:15 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>