

Fairlee Library Board of Trustees Meeting
March 9, 2023
Minutes

Present: Cyrie Lange, Beth Reynolds, Charlotte Williams

Call to order: Meeting was called to order by Chair Cyrie Lange at 5:06 PM.

Review of previous month's minutes (from February 8th): On a motion by Cyrie, seconded by Beth, the minutes were approved unanimously as written.

Librarian's Report: On Cyrie's request, Beth submitted an oral report, since she has so many projects needing attention. Beth's deadlines coming up for the month are as follows: by March 14th for a decision on selection of a new website. She will probably pay for a couple of months with Weebly and then switch to Wordpress or another company. Second deadline is March 15th for the Summer Reading Performer and Supplies grant of \$300. If that grant is given to us, Beth would like to order a Cricut cutting machine. Fortunately, this grant application is pretty easy to fill out. The remaining deadlines: by the 31st, the annual report is due, as are the Needs Assessment Form for State Library administered grants, and the Winnie Belle Learned Fund application (non-competitive grant of at least \$500 for kids' supplies). The FLEP committee will continue working on the Needs Assessment Form, and Beth and Charlotte will find time to pull it together and get it submitted.

Events coming up for March: Button Bouquet Take and Make, Free Neighborhood Forest trees, Winter Reading Challenge, and Pi Day. For April: the Friends will have a Gardening afternoon on the 15th, possibly with Chris Clemson, for a gardening book exchange, seed planting, tea and goodies. Alan Haehnal is an Upper Valley poet Beth would like to invite for an evening event likely for the last Wednesday of April. There is a second gentleman who would like to come and talk about Top 100 movies, sports events, etc., perhaps in June.

Door count was down a little bit in March, probably due to the bad weather.

No Treasurer's Report at this point. We have spent \$1800 on oil so far this heating season.

Old Business: FLEP report:

Notes from Wednesday's meeting for Beth, Charlotte, Tad, and Peter

- 1) Scheduling Engineering Ventures and Dannen Builders: Likely Tim and Marc will come by on a Tuesday morning. For the actual hole-drilling, Tim could come in to do the work during off-hours. Tad will schedule the visit from Engineering Ventures along with Dannen Builders.
Quote needed from Tim needs to include fixing afterwards. Tad will reach out to Tim.
- 2) Update on Capital Project Needs Assessment form. We have permission to go ahead and fill out the form.
- 3) REDI form summary: Charlotte will meet with Mariah and Bill to discuss invoicing and payments.

- 4) (Peter adds): He would prefer an umbrella Implementation Grant to cover Library, old Fire Station, Town Hall improvements in terms of HVAC, structural repairs, etc.

Bylaws: A Minor change to the Bylaws has been made to the section on Budgetary and Financial Considerations, as follows: "In an effort to streamline the process, each month a different member of the Board of Trustees will review and sign the bills." Trustees have voted in favor of this change. Cyrie will let Lisa and Jen know about the policy change.

New Business:

Beth will obtain some resources for Library Trustees that we can pass along to Diane Sherman, who will join us for April's meeting. Charlotte will send minutes to both Georgette and Barbara.

Next Trustees Meeting will be Wednesday, April 12th at 7:00 PM.

Adjournment was at 6:00 PM.

Respectfully submitted,

Charlotte Williams
Recording Secretary