

Minutes for Ainsworth Public Library Trustee's Meeting held at the
Williamstown Public Safety Building on Friday, February 12, 2021
Minutes submitted by Carol Corneille, Trustee

Present: Helen Duke, Karla Perkins, Sarah Snow, Jill Plastridge, and Carol Corneille

Meeting called to order at 10:03 am by Helen Duke, Trustee Chair

Public Comments: No public present

Friends Report: None

Chairperson Report: To keep on track with our meeting, discussions on each agenda item should not run over seven minutes. If it goes over, discussion should be tabled or more time requested.

Secretary Report: Karla made a motion to accept the minutes of the Trustee's meeting of January 15, 2021, as written with the exception of a misspelling. Carol seconded it and the motion was carried.

Treasures Report: Karla made motion to accept the financial report and Carol seconded it and the motion was carried.

Librarian Report: Carol made a motion to accept Librarian's Report and Jill seconded it. The motion was carried. Sarah made calendars for the trustees and events will be noted on the calendar in the Library.

Old Business:

Parking Plan: Karla presented the bill for the Survey of the Library Property done by Robert Townshend Surveying of Williamstown, in the amount of \$1,193.75. Karla noted that the bill was over the previous figure approved by the Trustees in an earlier meeting. This bill included the filing of a mylar to be recorded in the Town records. The bill also included Mr. Townshend's time for scaling out and plotting a proposed handicap parking plan for the Library for submission by the Town to the State of Vermont permit process for access from State Route to the Town's Library property. If the State approves the proposed access Mr. Townshend will provide a revised plan showing the approved parking area. There may be an additional \$25.00 charge for the refiling. Also presented were two paper copies for the Library records, provided by Mr. Townshend, one of the survey plan and one of the proposed parking plan. Carol made a motion to pay the additional \$193.75. Jill seconded the motion. The motion was carried.

Bin for Clif Grant books: Carol made a motion to hire Douglas Hood to construct the bin which will house the new youth books for a cost not to exceed \$1,700.00. Karla seconded the motion. Discussion was had that because Mr. Hood built the other bins during the lock down this last spring, it would be good to match the additional bin to the ones already built. The motion was voted and carried. (Further note: It was also decided to contact and setup a monthly payment plan for the Friends of the Ainsworth Public Library to reimburse the cost to the Library for the earlier bins built. Helen is to contact the Friends to set-up a reimbursement payment plan.)

Snowshoe Purchase: Jill made a motion to table the discussion for snowshoe purchase. Carol seconded the motion. (Sarah may look into a grant to purchase the snowshoes.)

New Business:

Town Meeting: Budget presented for Town meeting will be voted by Australian ballot.

Board's Ethics Policy: Jill made motion to accept Public Library Ethics Policy sent to us by (Vermont Library Association) Carol seconded the motion. Prior to the motion Karla asked for the discussion/vote to be tabled to allow more discussion on the format of the Policy. Sarah noted that we have been out of compliance with the State Libraries in not having a policy since July 2019. It would be nice to have this in place before the new Trustee comes aboard. Thus the motion carried.

Department of Libraries and UVM Extension Visit: To be scheduled to inform Trustees and Selectboard about issues concerning Library handling all their own business. Carol made the motion we meet with them March 26, 2021 at 3:00 p.m. Helen was asked to invite Selectboard members to attend and the meeting is to be recorded. Jill seconded the motion and the motion was carried.

Heating Bill: Carol made motion to pay Gillespie's Heating of Northfield \$210.64 for fuel delivered to Library in January. Jill seconded the motion. Discussion: It appears there was a misunderstanding with the Town that the Library was not joining the Town for fuel deliveries from Gillespie's. The Trustees had voted previously to continue with Conti Oil because we had a credit with them and they had provided good service to us. Helen was in contact with the Gillespie's to cancel the Library from their deliveries and Conti was contacted by Sarah that we are staying with Conti. Thus the motion was carried.

Executive Session if Needed: V.S.A. §313- Not Necessary

Next Meeting: March 12, 2021

Adjournment: Jill made motion to adjourn the meeting and Carol seconded the motion. The motion was carried. The meeting was adjourned at 11:37 a.m.