

**Minutes for Ainsworth Public Library Trustee's Meeting**  
**Williamstown Public Safety Building**  
**Friday, August 13<sup>th</sup>, 2021**  
(unofficial)

**Time:** 10:00 AM

**Call to Order:** Helen called meeting to order.

**Attendance:**

Helen Duke – Trustee Chair  
Tammy Griggs – Trustee Secretary  
Sarah Snow – Librarian  
Carol Corneille  
Jill Plastridge  
Karla Perkins

**Public Comments:** No public present.

**Friends Report:** None

**Chairperson Report:**

Director's Salary/Bonus – Trustees discussed creating a new performance review for the Librarian and giving her a raise, as well as a bonus for all due diligence and extra work done during covid. We will meet at the Duke's home on Wednesday, August 18<sup>th</sup> at 6pm to finalize the above discussion.  
Carnival postponed – Carnival that was dated for the end of August is postponed till further notice.

Motion made by Carol Corneille to have a second meeting on the Librarians performance review, raise, and bonus.

Seconded by Karla Perkins.

Motion passed.

**Secretaries Report:**

Motion made by Carol Corneille to wave the reading of July 9<sup>th</sup> minutes.

Seconded by Karla Perkins.

Motion passed.

- Correction made by Karla Perkins to July 9<sup>th</sup> minutes on the second page, last paragraph. Statement: *"It will be \$250.00 a stump."* was stricken.
- All information on how to go about hiring people to shovel at the Ainsworth Library was presented.
- Trustees discussed possible using the people who are already hired by the town. We will discuss this at next month's meeting.
- Policy for vacation time from town was handed to Sarah and she will make copies for everyone.

Motion made by Carol Corneille to accept Secretaries Report.  
Seconded by Karla Perkins.  
Motion passed.

**Treasurer's Report:**

- There is still question about Library Grant Income and Town Reimbursement on 2020-2021 Fiscal Year General Ledger as to what this is and where it came from.
- We will discuss this further at our September meeting how and who will bring this question to the town so we can get this resolved.

Motion made by Carol Corneille to accept Treasurer's Report.  
Seconded by Karla Perkins.  
Motion passed.

**Librarians Report:**

- Librarian discussed the "Onward Summer Camp" collaboration and the success of the event. There were approximately 50 children per week, and we gave away 50 books.
- We are still having more appointments than people coming in person.
- The library will continue to offer a variety of options for services.
- Librarian will be taking the end of August off 23<sup>rd</sup> – 30<sup>th</sup>. Clerks will continue to do their scheduled hours.
- Librarian brought to the Trustees attention that the library was not represented in the town newsletter, and we were not notified about it. Select board committee will ask town select board why we weren't in town newsletter.

Motion made by Carol Corneille to accept Librarians Report.  
Seconded by Tammy Griggs.  
Motion passed.

**Old Business:** No old business carried.

**New Business:**

Phase 4.5 VOTE:

- We continue to have more appointments than in service. With the uptick of new COVID variant a suggestion was made to keep phase 4 but go back to curb side appointments on Wednesdays.

Motion made by Carol Corneille to accept Phase 4.5 plan.  
Seconded by Tammy Griggs.  
Motion passed.

Fall fundraisers:

- The library will have a booth at the Fall festival in Seaver's Field Oct 2<sup>nd</sup> as we have in years past, we will sell food, crafts, etc.
- There was discussion about having a pancake breakfast this fall for the community to raise funds. Possibly at the Eastern Star, Chair will ask for the use of the building and check back with the Trustees at next month's meeting.
- We will participate in the Christmas craft fair at high school in December.

- Because trunk or treating was such a success at high school last year we will have it again October 30<sup>th</sup>. Covid regulations will be taken into consideration.
- The Librarian said Farmer's Market Kids Day was a great success. There were 57 kids and 42 adults that came to our table. We were able to give away books and different gifts. We should consider doing a booth at the farmers market on 9-12. They didn't charge us, and it was a great experience.

**Building and Grounds update:**

- The committee had Stephen Ford (who currently works for the town) come and evaluate the trimming the crab apple trees and stump removal. He is available in September to complete the work. His estimate is \$600.00 for both jobs.

Motion made by Carol Corneille to accept estimate and have Stephen Ford do the work.

Seconded by Tammy Griggs.

Motion passed.

- Trustees discussed lattice work, Helen will look and see what they have left over and if it will cover what is needed to fix lattice at library.
- Burrell came and did inspection. Main roof is good, butterfly needs to be fixed and flashing around chimney fixed. Burrell said he did the library roof about 20 years ago. Roof paint will be donated by Karla Perkins and her husband. Need to have someone come and paint the roofs.
- Bulkhead is rusting from the inside out and in need of paint as well.
- Chair knows someone that does painting, she will give his phone number to Carol to call and ask him.

EXECUTIVE SESSION IF NEEDED – 1 V.S.A. § 313

Next Meeting September 10<sup>th</sup> at 10:00 AM

**Adjournment:**

Motion made by Tammy Griggs to adjourn.

Seconded by Carol Corneille.

Motion passed.

**Time:** 11:30 AM

**Minutes submitted by:** Tammy Griggs, Trustee Secretary