

**Minutes of Ainsworth Public Library Board of Trustees Meeting  
of Friday, February 11, 2022 held at the Ainsworth Public Library.**

Those present: Helen Duke, Trustee Chair, Kathleen Reckless, Trustee, Karla Perkins, Trustee, and Sarah Snow, Library Director.

**Discussion of note taking:** Helen announced that if the secretary was absent at the meeting the Chair would appoint a trustee present to take the minutes of the meeting. The Chair appointed Karla to take the minutes of this meeting.

Meeting was called to order at 10:02 AM

**Public Comments:** There was no public present.

**Friends Report:** There was no report from the Friends.

**Chairperson Report:** Reminder that all materials for the meetings needs to be picked up prior to the meetings, preferable on Wednesdays. Trustees need to be assembled at designated meeting place five minutes before meeting to assure the designated start time of the meeting.

**Secretary Report:** Secretary was not present as she was attending a work conference in Texas.

The minutes for the January 14, 2022 were never presented to the Library, so no report given.

**Treasurers Report and Sign Warrants:** Director Snow presented the Financial Report accounting for the meeting. She noted that some of the Warrants would be paid out of the Fidelity and ALA Grants. Also noted were the annual Post Office box renewal and individual donations and one Adopt an Author donation. The Warrants were signed by all Trustees present. Kathy made the motion to accept the Treasurers Report. Seconded by Karla. Motion passed.

**Librarian Report:** Director Snow asked if any of the trustees had any questions about her report. She noted that the Phase of the Library and handouts for Town meeting would be discussed under new business. Karla asked the question about the notation of back pay for second raise and bonus not paid. Kathy made the motion to accept the Librarian's report. Karla seconded. Motion passed.

**Old Business:**

**January Selectboard Meeting:** Kathy attended the meeting and nothing significant to report. Kathy and Karla were appointed at the last meeting to attend the February Selectboard meeting. Assignments for attendance to future Selectboard meetings would be determined by the new Board of Trustees at March meeting.

**Trustee Letter?:** Due to the absence of the January minutes the trustee's present felt that no letter in reference to Town Report was composed due to time restraints.

**New Business:**

**Change phase for Library due to Covid:** Director Snow asked the Board if they wanted to proceed to the next phase opening of days for the library as it appears that the Covid numbers seem to be receding. Helen made suggestion that to be on the safe side of our patrons and clerks, we remain another month at the present schedule and review plan of action at next meeting. Karla made motion that we remain at the present schedule and it was seconded by Kathy. Motion passed.

**Kathy's Communication with the Town about ledgers:** Kathy reported she had been in contact with both Jackie and Jen for information. They were very helpful. The Trustees discussion at this meeting focuses were in regard to the Reserve Fund balances and timing of the receipt of the monthly Town Budget Status report for the Library.

**Kathy about ledgers:** This agenda note was duplication. Already covered under previous agenda item.

**Town Meeting:** Helen as Trustee Chair would represent the library at Town Meeting. It was decided that Helen would contact the Town Clerk to see if we would be able to have a table for handouts for voters. The handouts would include library March newsletter and the letter written by Director Snow which was printed in the Town Report.

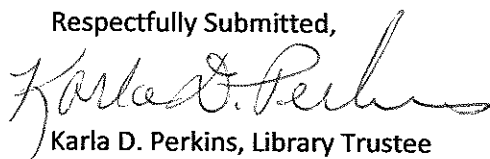
**Committee update:** Karla noted that she had talked with Rob Townshend about completing the revised handicap parking design in February. He has all of the utility information. Karla reminded the board that he has a lot of work that is his livelihood and that this work is being donated. I would hope that the new board would allow me to continue on this as a volunteer to work with Rob and Jackie to complete the acquisition of the permit.

**EXECUTIVE SESSION IF NEEDED - 1 V.S.A. § 313:** Executive Session was not needed.

**Next Trustee Board Meeting March 11<sup>th</sup> at 10:00 AM**

Kathy made the motion to adjourn the meeting. Karla seconded. Motion passed. **Meeting adjourned at 11:30 AM**

Respectfully Submitted,

A handwritten signature in cursive script that reads "Karla D. Perkins". The signature is written in black ink and is positioned above the printed name.

Karla D. Perkins, Library Trustee