

**Minutes for Ainsworth Public Library Trustee's Meeting**  
**Ainsworth Public Library**  
**Friday, March 11<sup>th</sup>, 2022**  
**(Official)**

**Time:** 1:02 PM

**Call to Order:** Helen Duke, Chair called meeting to order.

**Attendance:**

Helen Duke – Trustee Chair  
Tammy Griggs – Trustee Secretary  
Sarah Snow – Librarian  
Jill Plastridge  
Kathy Retchless

**Election of Officers:** Trustees voted on Chair and Secretary.

Motion made by Kathy Retchless to appoint Helen Duke as Chair for the Ainsworth Library.

Seconded by Jill Plastridge.

Passed.

Tammy Griggs did not allow her name to stand for secretary. There was no one to accept the secretary position. Trustees voted that every time there is a meeting, the Chair will appoint a Trustee to take minutes for that meeting until a secretary can be appointed.

Motion made by Tammy Griggs to appoint a Trustee to take minutes at each meeting until a secretary can be appointed.

Seconded by Kathy Retchless.

Passed.

**Public Comments:** No public present.

**Friends Report:** Friends met this morning, they are doing a books and cookie sale, and bottle fund drive May 21<sup>st</sup>. They wanted to know if the Trustee's would like to partner up with them. They would also like to see if the "Boy Scouts" could volunteer to help at the library and fund raiser.

Trustees briefly discussed being in the parade that day. Helen and Duke will be selling hot dogs and French fries as in the past.

Motion made by Jill Plastridge to partner with Friends for fund drive and for the Boy Scouts to volunteer to help.

Seconded by Tammy Griggs.

Passed

**Chairperson Report:** Rules of Trustees

- Chair spoke of the importance of people picking up their papers on Wednesdays before Friday's meeting so we can go over the material before we meet.
- Sticking with the agenda when we meet so we can accomplish all tasks in a timely manner.
- Being respectful towards one another and any others that we are communicating with as a Trustees and reminding us that we all agreed to abide and signed this statement. Chair had Jill Plastridge read over our "Ethics Statement" on what is expected of a Trustee.

**Secretaries Report:** Trustees agreed to waive the reading of the Secretaries report and approve February 11, 2022 minutes.

Motion made by Kathy Retchless to accept the Secretaries report.

Seconded by Jill Plastridge.

Passed.

**Treasurer's Report:** Warrants signed.

Sarah Snow, Librarian went over the Treasurer's report.

Motion made by Tammy Griggs to accept Treasure's report.

Seconded by Jill Plastridge.

Passed

**Librarians Report:** Librarian still has not received her \$500 bonus or back pay that is due.

Trustees will send a letter to the town stating that the \$500 bonus needs to come out of the \$5000.00 reserve and be paid to Librarian. Another letter will also be sent to the town about the \$1.00 an hour raise that she was supposed to receive. Asking for figures and what they need from us so we can move forward with the raise for the librarian. Helen Duke, Chair agreed to write letters and then get signatures from all Trustees.

Motion made by Jill Plastridge for letters to be written as said above.

Seconded by Tammy Griggs.

Passed.

Motion made by Kathy Retchless to accept Librarian's report.

Seconded by Jill Plastridge.

Passed.

**New Business:**

Change phase for library due to COVID? Trustees discussed going back to three days by appointment/curbside and three days open as well as opening the upstairs to the public again; masks will now be optional, effective Monday, March 14<sup>th</sup>.

Motion made by Tammy Griggs for the Ainsworth Library to be three days curbside and three days open, upstairs open to public and masks will be optional.

Seconded by Helen Duke.

Passed.

Kathy Retchless communicating with the town about ledgers? Trustees had discussion on how this goes against our previous vote that the Trustees will use the Select Board Committee that was appointed last year to represent the Trustees for any discussions for the library.

Motion made by Tammy Griggs to not allow Kathy Retchless to communicate with the town about ledger or any other library matter as a Trustee.

Seconded by Jill Plastridge.

Passed.

Council VOTE: Trustees discussed having a lawyer, Matthew Shagam of Rich Cassidy Law, to represent us on certain issues between the Ainsworth Library and the Town Select Board. We will meet with him by zoom on March 18<sup>th</sup> at 10:00 am at the Ainsworth Library.

Motion made by Tammy Griggs to have the lawyer represent us.

Seconded by Jill Plastridge.

Passed.

April fund raiser: Painting/Art Gallery Sale

Two themes offered: "April Flowers & Earth Day"

Children can pick up their canvas and art supplies at the library beginning April.

Sarah Snow will contact Williamstown Elementary School Librarian and see if they would like to participate in this fundraiser. And Jill Plastridge will contact the Art Teacher and see if we can use the school for our gallery and sale to display the children's paintings.

Large paintings will sell for \$10.00 each

Small paintings will sell for \$5.00 each.

March select board meeting: Jill Plastridge will attend.

**Old Business:** Trustees discussed February select board meeting and how town meeting went.

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

Next Meeting April 15<sup>th</sup> at 10:00 AM

**Adjournment:**

Motion made by Jill Plastridge to adjourn.

Seconded by Kathy Retchless.

Passed.

**Time:** 2:32 PM

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