

2338 VT RTE 14
Williamstown, VT

Board of Trustee Meeting Minutes submitted by Jill Plastridge 12/12/22

Present: Helen Duke, Russell Hotchkiss, Jill Plastridge, Tabitha McGlynn, Sarah Snow



AINSWORTH PUBLIC LIBRARY
Est. 1911 • Williamstown, VT
www.ainsworthpubliclibrary.org

Friday, December 9, 2022 10 am

Call to Order- Helen Duke called the meeting to order at 10:08 AM

Public Comments: None present

Friends Report: The Friends will not meet again until March 2023.

Chairperson Report : The tree lighting event was a success. There were between 50-60 people there. Great PR. We should do it again next year.

Secretary Report: Approve Meeting Minutes: Oct 14 (not submitted), Nov 10: Jill made a motion to accept the minutes, Russell seconded. Motion passed.

Treasurer Report/ Approve and Sign Warrants: Jill made a motion to accept the Treasurer Report and Warrants. Tabitha seconded. Motion Passed.

Librarian Report: Helen made a motion to accept the Librarian Report. Jill seconded. Motion passed.

Old Business

November Selectboard Meeting: Who went? Report? Russel and Jill. Russel requested that copies of the letter from the lawyer dated Sept 8, 2022 be copied and given to the Town Manager. Helen agreed to get the copies to the Selectboard before the meeting. It was noted that this is the second time that the letter has been given to them from the Trustees.

Blurb for website/social media and Information Event: Motion made to create a committee to work on this by Jill. Seconded by Russell. Motion passed. The Committee will meet on January 3 at 10am.

December Gingerbread House event (Voting happens Monday, Dec. 19 10AM)As many Trustees as are able will attend. Sarah is not at work that day.

Shelves for storage room? VOTE TABLED

Snow Shoveling: Jill made a motion to hire someone and pay them from the checking account at \$15 an hour. Tabitha seconded. Motion passed. Sarah will post the job on Monday.

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New Business

January Fundraiser? No fundraiser for January

January Selectboard Meeting: Who is going?: Helen, Jill, and Russell

Budget: Helen made a motion to accept the changes that the Town Manager made to the library budget that includes the minimum wage increase, Worker's comp and unemployment insurance. Russell seconded. Motion passed. Helen will take a copy to Jackie at the close of the meeting.

Reserve Fund: Helen made a motion to write a letter to the Town requesting the information on the reserve fund from 2009 to 2016, what the balances and expenses were. Jill seconded. Motion passed. Helen will write the letter. Helen noted this is the second request for this information made in writing.

Minimum Wage Issue: Russ made a motion to use Reserve Funds if needed if the library goes over budget. Jill seconded. Motion passed. Russell made a motion to increase Sarah's wage by \$1 effective next pay period. Jill seconded. Motion passed. Russell made a motion to increase the Library Director's salary by \$3.00 starting in the next fiscal year. Jill seconded. Motion passed. Discussion was had that if the library went over budget, they would use Reserve Funds or investment funds. Discussion was based on research that the Trustees did on what was a comparable wage for Library Director's with Libraries the same size in VT with the Director's same credentials.

Terms for Trustees : Jill, Russell and Jane need to get signatures for the upcoming terms. Jill 5 years 2023 (petition needed for 5 year term) ,Russel 1 of 5 years remaining 2024 (petition needed for 1 of 5 years remaining) ,Helen 5 years 2025 (no petition for town meeting) ,Jane 3 of 5 years remaining 2026 (petition needed for 3 of 5 years remaining) ,Tabitha 5 years 2027 (no petition for town meeting)

January Scavenger Hunt? (last week of month?) TABLED. We will change the event to the first or week in February.

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

Adjournment

Next meeting: Friday, January 13, 2022 10AM