

# Minutes of Quechee Library Trustees' Meeting

## January 13, 2020

Attending: Tommy Bauch (Trustee), Brian Chaboyer (secretary), Dave Izzo (President), Kate Schaal (Library Director), Katie McCarthy (Trustee), Merrilyn Tatarczuch-Koff (Vice-president)

Absent: Bill Eastwood (Treasurer), Jim Schmidt (Trustee)

Dave presented a written treasurer's report that he had compiled (on behalf of Bill). Six months into our fiscal year, our expenses and income are in line with our budget. The current report does not include an additional \$2800 in annual appeal donations which recently arrived. The next town appropriation will not arrive until the end of February, or March. We have sufficient funds in our chequing account to cover our operating expenses. Tommy suggested that future quarterly reports include a column of the previous year's expenses to date, which would allow us to look at trends in expenses from year to year. **The report was accepted.**

Kate Schaal presented her written report. **The report was accepted**, with a discussion of a number of issues:

1. The state librarian is promoting a survey which is attempting to determine Vermont's perception of their public libraries. However, the survey is poorly worded and continually refers to municipal libraries, which does not include incorporated libraries like Quechee. Kate will draft a letter to the state librarian expressing the trustees' concern about the use of such a survey to inform future policies.
2. Tommy, Dave and Kate attending the Selectboard budget workshop on Jan. 7, with Tommy presenting our budget request. Tommy was only given 5 minutes to speak and was not able to give his full presentation. There were no questions from the board and the town manager recommended that funding for all the libraries be granted in full.
3. On her own initiative, Eleanor has been improving her technical skills and is now ready to take the A+ exam for entry level competency as a computer technician. The exam is in two parts, with each part costing \$219. The textbook cost Eleanor \$30. **Motion: The library will cover the cost of Eleanor's A+ entry level computer technician certification. The motion was seconded and passed unanimously.** Eleanor will provide the trustees with a short written summary of the contents of the course and how it is assisting her in her library duties.
4. A photographic exhibit of Vermonters of color, *Visible in Vermont* will be on display Jan. 18-31. The exhibit is co-sponsored by the Vermont Humanities Council and the Root Center for Social Justice. There will be a panel discussion Saturday Jan. 25 at 11am.
5. The Vermont Reads book this is year is *The Hate U Give*, and we have been awarded 40 copies of this book in exchange for developing a series of connected programs,

related to racism, bias and privilege. A few ideas were suggested, including airing a documentary by some Dartmouth students on the Euro-centric bias in the Library of Congress classification system. One of the film makers could attend the viewing.

6. Kate will go forward with a one year trial of Wowbrary (cost  $\sim$  \$400), a non-profit that automatically delivers emails and social media (Facebook, Twitter and Pinterest) notifications to patrons who have opted in to see the weekly acquisitions.
7. Many thanks to Rick for temporary fixing the inside doors (which had become mis-aligned) and for pursuing a permanent solution.

The board reviewed the proposal by Mandy Giles (CPA) tof A.M. Peisch to review our financial practices and procedures. Mandy specializes in working with non-profits. This would include reviewing our IRS 990 form, how our bank accounts are balanced, how payroll is processed, etc. Her fee would be \$2000. **Motion: The library accepts the proposal from Mandy Giles. The motion was seconded and passed unanimously.**

The next meeting is scheduled for Monday, February 10 at 5pm.

Meeting adjourned at 6:28pm.