

Minutes of Quechee Library Annual General Meeting  
Monday, July 13, 2020

Present: Tommy Bauch (President), Bill Eastwood (Trustee), Dave Izzo (Treasurer), Kate Schaal (Library Director), Jim Schmidt (Trustee), Merrilyn Tatarczuch-Koff (Vice-President)

In accordance with the temporary amendments to the Open Meeting Law, the Meeting was held virtually, using Zoom. Public were provided access to the meeting either electronically, or by telephone.

Meeting was called to order at 5:00pm

**Secretary's Report: Motion to accept the Secretary's Report from the 2019 Annual Meeting. All voted in favour.**

**Treasurer's Report:** Dave discussed his written report, noting that we have a surplus this year due to an increase in giving (including an increase in the donation from the golf tournament) and a reduction in our expenses due to cutting back on our hours, which reduced our salary costs. Utilities this year were also lower, as we did not use our air conditioning units and we had a sunny summer, leading to 2 months of no electric bills as the solar panels generated all of our power. Our CD matured and has been reinvested in a PIMCO bond at Wells Fargo. **Motion to accept the Treasurer's report. All voted in favour.**

**Librarian's Report:** Kate's written report summarized the status of the Quechee library in the previous year. Somewhat surprisingly, our circulation increased this year compared to the previous year, this includes an increase in the use of our digital materials. The *Visible in Vermont* photo exhibit was well received and generated good discussion on minorities in Vermont. A new part-time employee, Rhys has been hired and will start tomorrow. He is splitting time between us and the Howe Library. We will be open to the public 10am-3pm MWF, while the other hours will remain the same. The hours will be posted on our website. **Motion to accept the Librarian's report. All voted in favour.**

**Other Business:** The board expressed their deep appreciation to Kate, Marieke and the other staff for all of their hard work during these difficult times. Merrilyn will write a letter to Eleanor to thank her.

**New Business:** We currently do not have a policy regarding the carry-over of personal time and vacation time from one year to the next. Dave will draft a vacation/personnel time policy which will also stipulate when new employees will qualify for vacation and personal time.

**Election of Trustees:** Brian Chaboyer and Bill Eastwood were unanimously elected to three year terms.

**Election of Officers:** The slate of offices proposed as unchanged, and voted unanimously:  
President: Tommy Bauch  
Vice-President: Merrilyn Tatarczuch-Koff

Treasurer: Dave Izzo  
Secretary: Brian Chaboyer

**Motion to move to Executive Session to discuss salaries. All voted in favour.**

Executive session ended at 6:16pm.

The meeting adjourned at at 6:16pm.

Respectfully submitted by Brian Chaboyer July 12, 2021.

DRAFT