

Minutes of Quechee Library Trustees' Meeting

June 14, 2021

Attending: Tommy Bauch (President), Brian Chaboyer (secretary), Dave Izzo (Treasurer), Katie McCarthy (Trustee), Kate Schaal (Library Director), Jim Schmidt (Trustee), Robert Hamlin

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.

Minutes of the previous meeting were approved.

Dave provided an overview of the written treasurer's report. We will likely end the fiscal year with a small surplus. A new camera has been ordered which should provide a better viewing experience for our hybrid discussions. Marieke recently reached the limit on her library credit card. We have asked the credit card company to increase the credit limit and to have it shared over both cards.

The report was accepted.

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

1. The annual Friend's appeal is going well, for which all are grateful.
2. The 'Anything Speed' exhibit and program at Wilder has started very well, with good attendance at the race car exhibit on a Saturday morning.
3. The Vermont Humanities Council has approved our new book discussion series, 'American Mob Violence', which will start on Aug. 17. The series will go on to the VHC for later discussions throughout the state.
4. The library should get some funds from the American Recovery Act, through a grant from the state library. We are currently thinking of the best use for these funds.
5. Given that recent announcement that Vermont is now fully open, we will explore the option of removing the plexiglass divider at the checkout desk. As not all patrons are vaccinated (and none of the children under 12), we will continue with our mask policy. Masks will be required while inside the library, and will not be required for outdoor programs.
6. The new telescope has arrived and looks quite nice. Brian suggested that people who check out the telescope should be told that *Sky and Telescope* has a weekly feature 'This Week's Sky at a Glance' which gives good ideas of objects to look at through the telescope.

7. There have been a few unpleasant situations with patrons over COVID-19 and our mask mandate. Kate presented a written code of conduct for board approval. **The board unanimously approved the code of conduct.**

New Business: Our vacation policy currently allows staff to carry over 1 week of both vacation time and personal time from one year to the next. Many other organizations do not allow the carry over of personal time, and given the nature of personal time, it seems appropriate that we adopt a similar policy. We will revise at the July meeting for the new fiscal year. The revised policy will only allow one week of vacation time to be carried over to a new year.

Old Business:

No update on the parking lot issue with Ms. Albrecht.

Some siding appears to have deteriorated on the front of the building We will get Rick's opinion, and if needed approach Frans van de Ven (who replaced siding on the side walls a few years ago) for a quote. We should also ask the garden club about pruning the trees which are near the building. Kate is authorized to move forward with the repairs if needed.

Next meeting is our annual general meeting, scheduled for July 12 at 5pm. The meeting will be held in the Quechee library, with the option for remote attendance.

Dave moved, seconded by Jim that we move to executive session to discuss personnel matters. All voted in favor. The board moved to executive session at 5:40pm and the session ended at 5:52pm.

Meeting adjourned at 5:53pm.