

Bradford Public Library

Bradford, VT 05033

DRAFT Board of Trustees Monthly Meeting Minutes

DATE: October 20, 2022

Those who were present:

	<u>Year:</u>
● Gail Trede	Library Director
● Jill Baron	2025
● Tony Brainerd	2024
● Larry Coffin	2024
● Angela Conrad-Schlager	2024
● Arvid Johnson	2023
● Pam Johnson	2023
● Brad Johnston	2025
● Laura Lornitzo	2025
● Dotti Unkles	2023
● Elaina Vitale	Town Representative
● Sean Fleming	Town Representative

Those not Present:

● Eris Eastman	Trustee Emerita
● Bud Haas	Trustee Emeritus

Meeting called to order at 6:34 pm by President, Angela Conrad-Schlager.

D. Unkles motioned, P. Johnson seconded, a motion to approve the minutes of September 2022. All voted in favor. L. Coffin abstained.

Public comment: n/a

Treasurer's Report:

- Monthly Operating reports
- 2023 Proposal:  2023 Budget Draft #1

- Discussion and questions of 2023 Budget: Collections include audio subscriptions and rotating collections. Have we invited selectboard to mtg for a presentation?

B. Johnston motioned, L. Coffin seconded, a motion to approve the 2023 Budget draft with minor changes in minor line items. All voted in favor. S. Fleming motioned, L. Coffin seconded, a motion to approve the Treasurer's Report. All voted in favor.

Library Director's Report:

- October 2022 Librarian's Report** - Trustees ask if French programming will be added since BPL is seeing so much popularity with Spanish. Gail is adding Mango for Spanish and other languages November 1.
- Spanish language program narrative (1)** - via VT Humanities (1k for this year and 5k for next year)

L. Coffin motioned, B. Johnston seconded, a motion to approve the Library Director's report. All voted in favor.

ARPA Federal Funds:

- Response from Selectboard. Angela updates:
 - Parking area-purchase of Low estate is not possible, and this project was not chosen for further consideration.
 - Air Ventilation-Get more details and costs to SB by November 9, 2022 at 3 pm. This project does meet ARPA guidelines.

2022-23 Annual Appeal:

- Angela has Annual Appeal packets & letters for Board members
- 2022-23 Annual Appeal** **2022-23 Annual Appeal**
 - Write a note, send to potential donors assigned to Trustees (**out by October 27**)
 - Return any left over material to Angela's mailbox at BPL
 - Anonymous matching donor; chance to raise \$23,500
 - Letters to 2022-23 Annual Appeal Donors (assigned to Trustees)**
- 2021-22 Annual Appeal Deposits** **AA Deposits**

Committee Assignments 2022: **Committee Assignments:2022**

- Budget**
 - See above
- Buildings and Grounds:**

- Need to gather necessary information for ARPA Funds. Brad is trying to get roofs for the Little Libraries. Grout in the bathroom floor is disintegrating; can this be communicated to Valley Floors?
- Fundraising & Annual Appeal:**
 - 2022-23 Annual Appeal has begun!
- Communications and Marketing:**
 - Annual Appeal information dispersed on social media, BPL Website, List serves, other, JO posting
- Personnel:** n/a
- Policy and Procedure:**
 - Set date for next committee meeting (January 2023)
- Grants:** n/a

Old Information/Topics:

- Update; heating fuel
-  BPL Board Member Contact Information & Emergency Contacts

New Business/Information:

- Upcoming Holidays
 - Need for Board volunteering?
- Bloomerang launching

Other Business to come before the Board of Trustees

- COVID and CDC updates; current recommendations

A. Johnson motioned, B. Johnston seconded, a motion to adjourn. All voted in favor.
Meeting adjourned at 7:51 pm.

Next scheduled Monthly Board of Trustees meeting is scheduled for Thursday, November 17 at 6:30 pm.

Respectfully submitted by,

Elaina Vitale
Bradford Public Library Board Secretary