

Jericho Town Library
Board of Trustees Meeting
July 9, 2024

Present: Brandon Ackel, Barb Adams, Tom Dowd, Lindsey Halman, Sue Macmillan, Linda Porter, Jeff York, and Catherine Bass- Library Director

The meeting was called to order at 5:35 pm. Per Open Meeting Law, an audio recording will be available on the library's website.

Secretary's Report: The report from last month's meeting (June 11, 2024) was accepted as written.

Treasurer's Report: Jeff stated that an additional bank account has been opened to keep any Grant money separate from the regular checking account. There has not been much activity this month, and the financial report will be e-mailed to Board members.

Building:

- 1) Heat Pumps: Jeff reported that there is nothing new to add, and we are waiting for the building report. The state of VT grant application should be available in September.
- 2) Book Drop: There has been some significant water found in the Book Drop after a big rainstorm. Luckily, Catherine was able to "rescue" the books just in time. Tom feels that the ground under the Book Drop has shifted and needs to be leveled. Until then, Catherine will lock it when a big storm is predicted.
- 3) Mice: The Town Administrator, Paula Carrier, has informed us that they use "Miller's Pest Control" in Essex for this problem. Tom is in charge of making this connection.
- 4) Defibrillator: Brandon is working on finding a Grant to help with this purchase.

Highlights from Director's Report:

- 1) Circulation: Total circulation for last month was 1,484.
- 2) Grant Updates: VtLib is still working on evaluating grant applications; there has not been an official announcement.

- 3) Summer Reading: This year's state Summer Reading theme is "Adventure Begins at your Library." Registration surpassed youth sign-ups from last year in the first five days and there is a lot happening in the library this summer! Special weekly programs include: Slime Club, Friday Fairy Tale STEAM Challenges, 3D Printing, and Makerspace Robotics explorations.
- 4) Regular Weekly and Monthly Programs: Storytime, Playgroup, 2 Adult Book Clubs, Fiber Arts Circle, Jericho Families in Nature, 2 Youth Book Clubs and Music and Movement Program with Miss Emma.
- 5). Pet Parade: The ever-popular Pet Parade is scheduled for Saturday, July 27th.
- 6) Deep Cleaning: Catherine suggested that it is time for a "deep cleaning" of the library and Board members agreed. She will look into cleaning services that other libraries use. Linda will look at a carpet cleaning/replacement service.

Board Discussions:

- 1)Mail Delivery: It appears that postal boxes will no longer be available for use at the Jericho Country Store starting in August. It was suggested that the library obtain a postal box at the main office in Jericho. Catherine agreed to start the application process and Brandon and Sue offered to help with picking up the mail.
- 2) Communication with the Town Office: Lindsey reported that "a Memorandum of Understanding "is not necessary regarding the ARPA money assigned to the library because that Select Board meeting is a matter of public record. Lindsey will reach out to Paula Carrier this month to have a general discussion about the library director's salary and what the library Board can do to supplement this. Lindsey will also ask when meetings begin for next year's budget.

There being no further business, the meeting was adjourned at 6:35 pm.

Respectfully Submitted,
Susan Macmillan/JTL Secretary

No meeting is scheduled for August.

**NEXT MEETING: TUESDAY, SEPTEMBER
10TH AT 5:30**