

Groton Free Public Library

1304 Scott Hwy

Groton VT 05046

October 8th, 2020

The duly warned meeting of the Library Trustee's October 8th, 2020 was held at the Groton Free Public Library.

Attendance for the meeting:

Torie Peters, Alissa Smith, Jodi Fleurie-Wohlleb, Deborah Jurist, Wade Johnson, Jr.

Meeting was called to start at 6:35 pm.

Agenda was approved.

A budget committee was put together of Alissa, Jodi and Deborah. They will meet October 22nd at 6:30 to discuss the budget.

Treasurer's Report

Jodi reported that the Covid reimbursement money went through for the town. We are waiting to hear details from Lisa about how that money will be refunded to us.

Open Meeting Law

Alissa reviewed important open meeting laws with us.

Alissa will check that the posting for library meetings being on the second Thursday of each month is accurate in the town office.

Policy Review

Jodi and the board spent ample time reviewing all library policies.

Alissa will go through to add/change any language that was discussed.

Deborah will look at the town guidelines for holiday and paid leave so that we can update our policy if needed.

Alissa will write up an official key policy.

The motion was made to remove "Appendix L" as a policy.

Motion approved.

Annual Review

The Annual Review will be held at the next meeting. Everyone, including Jodi, will come with at least one question they would like to ask. This will be a formal review for the librarian.

Annual Appeal

Alissa has started to draft a letter for the Annual Appeal. Final adjustments and revisions will be made by everyone so that it can be finalized at the next meeting and sent out soon afterward.

Building Inspection

Discussion was had about where the money for the building inspection should come from.

Deborah made the motion that the \$425 come out of the operating funds for an inspector. Wade seconded the motion and the motion was passed.

Deborah will call the inspector.

Computer Use

Jodi and the board reaffirmed that computer users had a fifteen minute time limit unless they scheduled an appointment with Jodi for longer.

There was discussion about the best way to increase computer access to patrons.

Jodi wishes to buy 2-3 laptops so that people can be spaced out in the library.

Alissa suggested moving a desktop, as well.

Librarian's Report

Jodi reports that a good amount of patrons have started to show up for the library now that it is open with limited hours. Things are going well so far and starting the 16th of October the library will be open on Friday's as well. Same rules apply.

The library is still not accepting book donations but patrons are able to purchase books from the ongoing book sale.

Final policy revisions, Annual Appeal letter, and the Annual Review will all happen next meeting. The board would also like to revisit the issue of the lack of space in the library in the near future.

The next meeting will be held on Thursday, November 12th at 6:30 pm.

The meeting was adjourned at 8:50 pm.

Respectfully submitted,

Torie Peters, Library Secretary