

Groton Free Public Library

1304 Scott Hwy

Groton VT 05046

December 10th, 2020

The duly warned meeting of the Library Trustee's December 10th, 2020 was held remotely via Zoom.

Attendance for the meeting:

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

Meeting was called to start at 6:38 pm.

Agenda and November minutes were approved.

Treasurer's Report

Covid grant money was awarded to the library in the amount of \$1000.

Policy Review

Deborah will add to and edit the language of the policy regarding holiday pay. The board will review and sign the policies the next time they meet in person.

Cleaning

Jodi created a list of cleaning duties. She reviewed them with the board and small edits were made. The list will serve as a list of duties for whoever is hired to clean the library. The updated list will go to the town for job advertising.

Appeal Letters

Jodi gave and will continue to give appeal return receipts to **Torie** so that she can send out thank you cards. Deborah may be able to print more cards for the future.

Building Inspection

It appears Rural Edge has started in on building repairs. Trustees discussed the safekeeping of library documents such as the building layout and survey. They decided three copies should be made and one kept in the town, library and the basement of the library.

Elevator

Wade is trying to get a hold of the elevator company to schedule a time for them to come to the library.

The board voted to move \$2200 from the endowment fund to the 400 account in order to pay for elevator repairs and a contract with the elevator repair company. Deborah made the motion to approve the movement of funds. Wade seconded and all approved.

Librarian's Report

Jodi reported on changes in programming at the library. She also reported on a discussion had with Lisa dealing with funds for a grant, which will continue to be discussed between the two.

Jodi reported that the kits being handed out have been successful.

The movement of books is slow lately but she remains open for curbside pick up. She is also working on cleaning up library book and patron records during these slow COVID hours.

Opening of the library will be discussed at the next meeting, which coincides with the end of BMU's Christmas break.

The next meeting will be held on Thursday, January 14th at 6:30 pm.

The meeting was adjourned at 7:15 pm.

Respectfully submitted,

Torie Peters, Library Secretary