

Groton Free Public Library

1304 Scott Hwy

Groton, VT 05046

April 8, 2021

The duly warned meeting of the Library Trustees April 8, 2021 was held via Zoom due to Covid concerns.

Attendance for the meeting:

Alissa Smith, Jodi Fleurie-Wohlleb, Deborah Jurist and Jennie Gaiss

Meeting was called to order at 6:32p.m.

Agenda was approved along with the minutes from the March 11, 2021 meeting.

Treasurer's Report

Jodi reported that she is still waiting for an updated statement from Lisa regarding the GFPL budget for 2021. She will follow-up with her on Monday if she has not yet received by then.

Regarding the Office Supplies expenditure discussed at the March meeting, Jodi will also make sure that it has been attributed as an expense under proper sub-category.

Library Property Layout Diagram

In previous agendas, the Layout Diagram, has been mislabeled as "survey". As previously reported, Rural Edge has provided a copy of the building layout and copies are now stored in the library basement, the library office and the town office.

Alice's Attic move

With the elevator now operational, it was previously decided to move the Book Sale to another location. The upstairs space will be the new location for the library's selection of fiction books. A meeting will be held with the Friends of the Library on April 10 at 10a.m. at the gazebo to discuss the logistics of moving the book sale from this space to the room on the lower level that currently houses the large print collection. Alissa noted that it would be nice to somehow preserve the history of Alice's Attic along with the sign that is posted on the front of the building (made by August Simakaski). It was suggested that some kind of framed "story" would be nice to have and maybe this is a project the Friends would like to take on.

The Friends held a meeting on April 3 and discussed this ahead of the joint meeting with the trustees. Jodi provided the board members with a copy of the minutes from that meeting. From the minutes, there is some indication that the Friends are working through how to adjust the book sale efforts given the new space constraints. This will all be discussed at the combined meeting on April 10.

Wi-Fi

Jodi ordered 2 Free Wi-Fi window decals and has placed one in the front window and one in the window next to the front door. Currently, the sandwich board out front is being used to advertise the No Password Required Free Wi-Fi that the library is offering.

Many suggested having a sign similar to the one outside the Peacham library which are made of corrugated plastic. Jodi did some research and found ones that can be printed for \$18 per piece and would include the GFPL logo. (A sample image was provided via email prior to the meeting.) She would like to purchase two of these and plans to adhere them to the extra sandwich board GFPL already has.

A motion was made by Deb and seconded by Jennie to approve the purchase. Motion was unanimously passed.

Group meetings

There has been an inquiry regarding when GFPL would again allow small groups to host their meetings at the library. A discussion was had around the topic. Given the rise of Covid cases and the recent move to temporary remote learning by BMU, it was decided to revisit the issue at the May meeting.

Sign Posting Policy

Prior to the meeting, Jodi emailed trustee members with an update from Patrick Shattuck of Rural Edge. He referenced the statement below which is included in the tenant handbook:

“No sign, advertisement, or notice should be exhibited by a resident on any part of the outside or inside of the building without written consent of management and no radio or TV aerials may be erected on any part of the property.”

Any inquiries that may arise regarding sign posting will be directed to this policy.

Future Plans / Board size / Community survey

We continued our discussion about establishing a Long Term Plan for the library. In order to facilitate that process, Jennie and Jodi have suggested that we conduct a community survey to seek input from our patrons. The focus of this would be to get feedback to better understand what Groton residents would like to see with regard to programming, services and materials offered. Alissa suggested that each board member come up with five questions to be considered for the survey. Board members will submit suggested survey questions by April 22.

We also discussed the size of the board and the question of whether or not we should consider expanding. Jodi has informed us that she anticipates having access to funding through the American Rescue Plan Act. Deb suggested that depending upon funding and the projects we decide to undertake, the board may need assistance in order to successfully implement those projects. The discussion is ongoing at this time and we will revisit at the May meeting.

Librarian Report

Jodi reported that she is meeting with Rural Edge on Monday and will discuss that possible addition of a sandbox – “beach” play area. She also noted that she purchased a power strip with USB outlets that will be placed on the front porch and be available for patrons to charge devices while taking advantage of the free wi-fi. Funding is available to increase access to technology and she would like to use some of that to add seating on the porch (benches, chairs). The space could also use some general “sprucing up” to make it more pleasant and inviting (indoor/outdoor rug, flowers outside, décor). Jennie suggested that this might be a project the Friends would like to take on. We will plan to include this in the discussion at the April 10 meeting.

The library has been awarded \$200 for the Summer Reading program themed Tails and Tales. Jodi is working with Bradford and Wells River to coordinate programming of a late summer event that will include a performance focused on the Tails/Tales theme.

She also reported that she is still waiting to hear on some of the other grant applications. She does expect to have federal funding available in the coming weeks and suggested that the board have projects in mind to access that funding.

Final comments/items to discuss at next meeting

Deb noted that the definition of quorum in the bylaws seems vague and unclear. She suggested that we update with the definition that is found in Robert’s Rules of Order. She will bring that language to the next meeting so we can make a decision on this matter.

It was noted that BMU has moved to remote learning due to an increase in the number of covid cases. In addition, it was noted that some patrons on Mon. April 5 did not adhere to mask requirements. A discussion followed regarding open hours and improving ventilation/air quality at the library. Out of caution and concern for both our library and patrons, it was moved by Jennie and seconded by Deb to close the library this coming Monday (April 12). It was also suggested that we purchase a portable air-purifier for the office space that Jodi spends most of her time in, with consideration for broader long-term solutions added to our Long Term Plan. Jodi will do some research on units and provide suggestions to the board. Alissa will write a notice regarding the closing decision and Jodi will post on the library facebook page.

The meeting with Friends is scheduled for 10a.m. Saturday, April 10 outdoors at the gazebo – masks and social distancing in place. All board members are encouraged to attend. Our May meeting agenda will include further discussion of the outcomes of this meeting.

The next meeting will be held Thursday, May 13 at 6:30p.m.

The meeting was adjourned at 8:53p.m.

Respectfully submitted,

Jennie Gaiss, Secretary