

Groton Free Public Library

1304 Scott Hwy

Groton, VT 05046

February 10, 2022

The duly warned meeting of the Library Trustees was held at the at the Groton Free Public Library and via Zoom on February 10, 2022.

Attendance for the meeting:

Trustees Alissa Smith, Deborah Jurist, Wade Johnson Jr., Peggy Burgin and Jennie Gaiss at the library, Librarian Jodi Fleurie-Wohlleb and Friends representative Donna Russo-Savage (via Zoom).

Chair Alissa Smith called the meeting to order at 6:35pm.

The agenda for the meeting and minutes of January 13 meeting and minutes from the Special Meeting on January 18 were unanimously approved.

Treasurer's Report

Deb has temporarily taken over the role of Treasurer until the March meeting when new officers will be selected. Deb reports that she spoke with the Town Treasurer and Jodi's new wage has been reinstated at the 5.9% increase that the Board approved last November. She also received end-of-year statements for the 400 and 100 accounts. Advertising costs for the new librarian will be paid out of the 100 Account.

Annual Appeal

Jodi reported that a few additional donations have come in. Since she was zooming in from home, she didn't have the exact figures in front of her, but the new total is @\$4400. In 2020, we had a single donor contribute \$3k. This year, the donations are coming from a broad number of patrons, several of whom are first time donors.

Alissa noted that she has the list of all donors over the past several years on a spreadsheet. She'll transfer that document and all other library related documents to the Groton Library Google Drive.

Hiring Committee

Deb and Jennie are leading the efforts to hire a new Librarian. A dedicated email for all correspondence related to the hiring of the new librarian has been set up. That address is:
gfplhiringcommittee@yahoo.com

The position has been advertised in several places: Bridge Weekly, Journal/Opinion, Front Porch Forum, Groton Listserv, and the VT Library Association Job Board. A notice was also sent to the VT Library Association listserv. Applications deadline has been set as February 22.

Jodi hosted a training session for a group of volunteers who will cover the library over the next several weeks. Jodi put together a manual and checklist to help ensure that things run smoothly during this time. There is a core group of volunteers and a list of substitutes and assistants, and the calendar has been filled in through the end of March. Thanks to all who have signed up to help!

In order to make things easier regarding keys, with Rural Edge's approval, a lock box will be attached to the building. Donna noted that this would make things easier during the summer months as well when Friends operate the library on Saturday mornings.

While the volunteers will be able to manage the circulation desk, Deb noted that ordering new books, processing books and other materials, including recently purchased STEM kits, as well as managing the library email account, processing incoming mail, along with other library duties, may be challenging. Deb asked if Jodi would consider working on an as needed basis to manage these duties. Jodi offered to work a few hours a week the next several weeks to handle these tasks. All agreed that her assistance would be greatly appreciated. Jodi will work on an as needed basis for library duties and will also include, when the time comes, a number of hours of training for the new librarian. It was moved and seconded to pay Jodi for her time. This was unanimously and enthusiastically approved.

Thank you to Alissa

Before we moved on to the Librarian Report, Deb made a moving speech to thank Alissa for her many years on the Board of Trustees, serving as Chair for several of those years. Deb noted the many achievements accomplished under Alissa's leadership as Chair and commended her for her commitment and dedication to the people of Groton. We all joined in a round of appreciative applause. Thank you, Alissa!

Librarian Report

Jodi noted she is gathering the information the new librarian will need to file the 2021 Report with the state (due Jan. 15, 2023). She is also pulling together information for the ARPA Grant Report that is due in July.

The application window for Summer Reading Grants opens February 16. Jodi will assist with the filing of this grant – due March 14.

The Friends will once again host a Valentine's Day Cupcake giveaway on February 14 and have craft kits for kids as well. The Cupcake Giveaway will be hosted on Sunday from 2-4 and Monday 2:30-7.

After almost 4 years as our Librarian, Jodi's last official day will be Friday, February 11. The Friends and Trustees promoted a Card Shower for Jodi and patrons have been calling, writing, and stopping by throughout the past two weeks to thank Jodi for all she has done. On behalf of the Trustees, Jennie expressed the gratitude of the Board and the entire community to Jodi for all she has done, especially under challenging circumstances, to serve our community and keep the Library as a welcoming gathering place for all. All Trustees and Friends Rep. Donna Russo-Savage echoed these sentiments and we offered Jodi our sincerest thanks. Thankfully, Jodi isn't going far and we welcome her assistance as we transition to a new librarian. Thank you, Jodi!

Wade is also leaving the Board and all expressed appreciation for his year of service. As time allows, he hopes to remain involved at the library and we welcome any help and assistance he's able to offer. Thank you, Wade!

Town Meeting

Town Meeting will be held on March 1 and voting will be via Australian Ballot. There are two open positions for Library Trustees, both for 3-year terms. Two candidates have formally filed for these positions and are on the ballot. Those candidates are Dawn Evans and Wayne Knott.

Newly elected Trustees will attend their first meeting at our next regularly scheduled meeting. That meeting is scheduled for March 10, 2022 at 6:30pm.

With no further items to discuss, the meeting was adjourned at 8:06p.m.

Respectfully submitted,

Jennie Gaiss, Secretary