

**DRML BOARD OF TRUSTEES
MINUTES: DRAFT**

May 20, 2021

Attending: Sven Lindholm, Jericho, chair; Sharon Lockwood, Jericho; Bill McMains, Jericho; Connell Gallagher, Underhill; Carolyn Greene, Underhill; Barbara Yerrick, Underhill; Holly Hall, Director

Call to Order: Sven called the online meeting to order at 7:02 pm. Sven asked the Board members to please check their DRML email at least weekly.

Comments from the Public: There were no comments from the public.

Agenda Adjustments: There were no agenda adjustments.

Policy Review: There were no policy reviews this month.

Old Business:

Annual Fundraising Letter: Sven raised the question of starting the process for the letter since historically the letters went out in the spring of each year. Holly said last year's letter did not go out until August and we should probably wait until August this year so we are not sending out requests twice within a year. Last year's letter was sent to the Board as a base to think about what should be in this year's letter. Bill asked board members to send thoughts to him and he would craft a first draft based on this input. Holly stated she would like to change the remittance letter and would send the current one out to the Board for input.

Youth Position on the Board of Directors: Holly reminded the Board that it would not be possible to have an unelected person on the Board. Carolyn spoke to having a Youth Advisor attend the Board meetings and shared information from libraries who have such input. Carolyn asked about a Charter change need and Holly said this would be an appointed position so there was no need for a Charter change. It was suggested we develop general guidelines to help youth know expectations of the Board. Holly said she would check with the state Department of Libraries.

New Business:

Update on the Library Reopening: Currently people can come in person to the library by appointment only. The available times are not being fully utilized. Holly is planning for a limited number of people to come in to browse without an appointment. Since young children are not yet vaccinated, opening the library further will be gradual as safety requirements allow.

Book Barn: The Board agreed to have the Book Barn fundraiser again in 2021. Since the Old-Fashioned Harvest Market will be fully open this year, the Book Barn will resume being held on

the same weekend, September 25 and 26 this year. There was some thought to opening in addition on one or two of the Farmer's Market nights. They have already agreed to having flyers at the information table so more people are aware of the Book Barn being open. Barbara agreed to draft a schedule in June and to chair the Book Barn event this year. The Board was very appreciative.

Secretary's Report: The April minutes were presented for approval. Holly sent corrections by email. There were no further corrections from the Board. **Connie moved and Carolyn seconded that the April Board minutes be accepted as amended. The motion passed.**

Director's Report: Holly sent the written report to the Board prior to the meeting. She informed the Board that Blue Cross/Blue Shield was proposing a 7.8% decrease to their rates this year. Additionally, she told us Katrina completed the Vermont Public Librarianship Certification and is now certified to be a librarian in Vermont. Other comments include the maple tree in back of the library has died and the tree service will be looking at it. The parking lot paving is complete. Would the board members look over the Vermont Library Association conference agenda to see if there are sessions they wish to attend and let her know. If so, she will purchase a Board of Trustee's ticket to attend.

Committee Reports:

Fundraising: The Book Barn is the next fundraising event.

Personnel: Carolyn reported that the committee met online this past month and revised and simplified the procedures and forms for evaluation the library Director. Staff input form and letter to them from the Board were also revised.

Adjournment: Connie moved and Sharon seconded that the meeting be adjourned. The motion passed. Sven adjourned the meeting at 7:50 pm.

Respectfully submitted,
Bill McMains, Secretary