

Jericho Town Library  
Board of Trustees Meeting  
Monday, February 8, 2021 – by ZOOM

Present: Barb Adams, Tom Dowd, Lindsey Halman, Sue Macmillan, Linda Porter, Beth Seniw, Jeff York, and Gretchen Wright – Library Director

The meeting was called to order at 5:40 pm.

**Secretary's Report:** The minutes of the last meeting - January 11, 2021 - were accepted .

**Financial Report:** Jeff gave a brief report of the status of the library checking account and up-dates on a few bills. His report was accepted.

**Publicity/ Fundraiser:** Barb gave a report on the annual fundraiser appeal and noted that this has been a very successful year.

**Building:**

**1) Water Filtration System :** Tom reported that the water sample has been taken to Spaffords'. After a brief discussion, it was noted that the staining appears to be better and we should hold off on a decision due to the high costs of this project.

**2) Building Maintenance and Repairs:** Some projects that need attention include : repair to the south side exterior trim and siding, and repair and painting of the front steps and railings. It was also suggested that we extend the stonework on the front sidewalk. A "Request for Proposal" will need to be sent to the Town office.

**3 )Sandwich Board:** Sue noted that the other outside sign needs repair and asked for permission to bring it to Signorama to be re-conditioned. The Board approved this request.

**4) Mice :** No evidence of mice in the building this past month.

**Librarian's Report:**

**1) January Circulation:** 546 items were checked out, there were 28 curbside orders , and 30% of available Calendly appointments were booked. This is an increase in all three areas.

**2) Programs:** Since February is “Black History Month”, Gretchen is focusing on a “Black Stories Spotlight ‘ on Facebook and Instagram to highlight stories from our collection. Gretchen continues with the “Around the World in 2021” theme and this month the focus is on the Middle East.

**3 Collections:** Cataloging training has been completed, which means that new books, audiobooks, and picture books are now available to patrons.

**4) Donations / Fund Raising:** Target of South Burlington has donated paper bags to the library. Gretchen has updated the library profile on Amazon Smile ,so that patrons can choose to have a small percentage of their purchase donated to the library. This is a way for patrons to support us at no cost to themselves. Finally, there will be an Amazon Smile “wish list” with books we would like to add to our collection. This will take the place of our usual Adopt-A-Book” sale held at the March Town Meeting.

#### **Board Discussions:**

**1) Community Survey Results:** Gretchen presented a detailed summary of the January Community survey. There were 36 responses this month. It was noted that the preferred times are from 10 am to around 3 pm. Popular days include Tuesdays, Wednesdays, and Saturdays. Saturdays have been especially popular with families. No one has used the “After Hours Pick-Up” option. About half of the responses indicate patrons might be favorable to some type of Home Bound Program. Evening hours did not seem to be a strong preference right now. The Board agreed to re-visit this issue in April.

**2) Strategic Plan:** Jeff and Tom requested that this be tabled until next month. Gretchen indicated that one community member has expressed interest in joining this committee.

**3) Adding to the Library-of-Things Collection:** The Board discussed adding to this popular collection with items such as gardening tools, tools, snowshoes and cooking items. Tom will start a google doc for Board members to add their suggestions.

**4) Town of Jericho Draft Policy for use of the Village Green:** Beth e-mailed a copy of this proposal and asked members to read and review. Specific comments or suggestions should be sent to her.

**5) Board Appointments:** All members with terms expiring have contacted Todd Odit to indicate they would like to continue. Beth will double check with the Town Office to make sure this is complete.

There being no further business, the meeting was adjourned at 7:15 pm.

Respectfully Submitted,

Susan Macmillan - JTL Secretary

**Next Meeting: Monday, March 8<sup>th</sup> at 5:30 pm by ZOOM**