

Jericho Town Library  
Board of Trustees Meeting  
July 13, 2021

Present: Barb Adams, Lindsey Halman, Linda Porter, Sue Macmillan and Gretchen Wright- Library Director

Barb called the meeting to order at 5:40 pm.

**Secretary's Report:** The minutes of the last meeting – June 14, 2021 - were accepted as written.

**Treasurer's Report:** There was not a report available.

**Building:**

- 1) Tom had sent members a detailed e-mail with his thoughts on ADA building upgrades. There was a lengthy discussion outlining some of the past efforts. Members present feel this is a very good foundation for beginning this process. First steps considered would be - 1) Complete the Strategic Plan and 2) Engage a Consultant who can support the Board with communications and messaging as well as direction. This needs to be put on the agenda when the full Board is present.
- 2) Immediate work to be addressed - A reminder from VLCT: The electrical panel in the bathroom closet needs 36" of clearance and the first floor emergency lights are out.

**Highlights from Librarian's Report:**

- 1) **June Circulation :** 931 items were checked out in June ( compared to 686 in May).
- 2) **Collection:** Many new items have been added to the collection.
- 3) **Summer Programs:** Saturday Programs on the Green for June and July: Tracey Campbell Pearson story time, Seed library program, Juneteenth Celebration, Tie-dye T-shirts, Teddy Bear Sleepover, Pet Portrait Workshop, Touch-A-Truck, Bike Safety Adventure Course, and Jericho Pet Parade. Story time is held each Wednesday and Gretchen has a tent with activities each Thursday at the Jericho Farmers' Market. Amazing and fun opportunities !

- 4) **Staffing/ Hours:** Gretchen will be away the weeks of August 22-30 and September 22-27. She reports that she has a few leads on subs, but not enough to constitute a list or give full coverage for those dates.
- 5) **Book Drop:** Gretchen presented a few possible choices for a new Book Drop and recommended one. The Board voted unanimously to accept her recommendation, pending input from absent members.
- 6) **American Rescue Plan Act:** The Vt Dept. of Libraries is granting \$980,000 to Vt libraries from the \$2 million it received from the Institute of Museums and Library Science. Our library will receive \$3,715.30. There are specific guidelines attached to the spending of this money. Gretchen has submitted our application and budget to create a Makerspace Lab in the upstairs area. Lindsey had a few ideas for possible resources to help with purchasing and training and will connect with Gretchen.
- 7) **Anonymous Gift:** Gretchen mentioned that someone has kindly donated a pass to the Shelburne Museum. The library already has one and we will be able to use this to extend our current pass.

**Board Discussion:**

- 1) There was a general discussion about the possibility of switching the Board Meeting day to Tuesdays, since Monday is Gretchen's day off. Board Members agreed that this is a good idea, pending approval by other Board members.

There being no further business, the meeting was adjourned at 6:55 pm.

Respectfully Submitted,

Susan Macmillan – JTL Secretary

**NO MEETING DURING THE MONTH OF AUGUST**

**NEXT MEETING – TBD - MONDAY, SEPTEMBER 13<sup>TH</sup>. OR. TUESDAY, SEPTEMBER, 14<sup>TH</sup>.**