

Jericho Town Library
Board of Trustees Meeting
September 14, 2021

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

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

Secretary's Report: The minutes of the last meeting (July 13, 2021) were accepted as written.

Treasurer's Report: Jeff reported on the status of the checkbook, which is in good shape right now. He also stated that everything has been submitted to the Town office regarding the annual audit. This report was accepted.

Building:

- 1) Tom has addressed all of the building needs from VLCT . He mentioned that the fire extinguisher will need to be inspected each month.
- 2) The exterior work to the building has been put on hold, pending discussion and planning for ADA building improvements.

Highlights from Librarian's Report:

- 1) **Circulation:** July: 912 items were checked out. August : 769 items were checked out.
- 2) **Collections:** All Red Clover, Golden Dome, and Green Mountain nominees are available. Gretchen is looking at expanding the Graphic Novels collection because it is so popular.
- 3) **Programs:** August: Spanish Storytime, Drag Queen Story Hour, Swing Peepers Family Concert, and Seed Bombs with the Audubon. For September: Music & Movement with Miss Emma will take place on the 2nd & 4th Wednesdays through December. Storytime on the Green will take place every Wednesday that Miss Emma is not here. And a Dragon Egg Hunt sponsored by the Vermont Fairytale Festival will be held throughout Jericho.
- 4) **Staffing/Hours:** Gretchen will be on vacation from September 22- 27th. She has found coverage for those days.

- 5) **Website/Technology:** A new Chromebook has been set up in the library for patron use. The new online catalog, Aspen, is live and has received very good feedback so far. Finally, new logo for the library has been created by Clayton Delp, a graphic designer.
- 6) **Bolger Hill Comments:** Several residents from Bolger Hill stated that they would like more advance notice when the road will be closed, as it was during the July Pet Parade. Tom agreed to take care of this next summer.
- 7) **Upstairs Space:** Board members agreed that the upstairs can once again be used for meetings etc.. pending advance communication with Gretchen.

Board Discussions:

- 1) Tom suggested that a letter be written to the Town office stating that we would be in agreement if the shed beside the library be taken down. There was a short discussion on this.
- 2) **ADA Building Improvements:** There was a lengthy discussion about ADA building improvements and a plan to start looking at this. It was decided that a meeting devoted solely to this topic should be planned for the near future. Gretchen agreed to help set this up.
- 3) **Strategic Plan-** Tom reported that this committee did not meet during the summer and will resume in October. A Draft Plan should be ready for Board members to look over in November.
- 4) **Annual Appeal Letter:** Beth and Gretchen will write the letter, and it was decided that the same format as last year will be used.
- 5) **Hours** for the library will remain the same.
- 6) **Jericho Community Chair Meeting:** Tom attended this meeting and reported on the summer happenings at the library.
- 7) **Kelly King Memorial:** We would still like to see some kind of event to celebrate the renovated upstairs and show appreciation to the King family. An in-person event continues to be “on hold” due to the pandemic. Some suggestions include a virtual tour/talk and a plaque to honor the Kings. Linda will look into getting one made, and Beth will reach out to Lisa Buckton (former Director) for her thoughts.
- 8) **FY '23 Library Budget:** Beth stated that this Budget needs to be submitted to the Town Office by Nov. 1, 2021.

There being no further business, the meeting was adjourned at 6:45 pm.

Respectfully Submitted,

Susan Macmillan – JTL Secretary

NEXT MEETING: TUESDAY, OCTOBER 12TH. AT 5:30 PM