

Jericho Town Library  
Board of Trustees Meeting  
December 13,2022

Present: Barb Adams, 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 Board meeting ( Nov. 8, 2022) were accepted as written.

**Treasurer's Report:** Jeff reviewed the current balance of the library's checkbook and was still working on the financial report for this month. He will e-mail it to the Board within the next few days.

**Building:**

- 1). Heat Pumps:** Jeff attended a virtual meeting with a VT state agency and it has been decided that the plan for heat pumps will be put on hold.
- 2) Hot Water:** Gretchen reported that there is currently no hot water in the library. Beth suggested a few things to try, as this has happened in the past.
- 3). Building Inspection:** Tom has scheduled someone to do this and it should happen within the next month.

**Highlights from the Director's Report:**

- 1) Circulation:** 739 items were checked out this month. ( It was noted that this is a significant increase from November of last year.)
- 2) Collection:** Gretchen will be processing a new book order from Phoenix this week. There are also new DVDs available for patrons.
- 3) Programs:** Playgroup continues each Thursday at 10:30 and is met with very good attendance. Miss Emma's "Music and Movement" group has continued throughout the fall and will be held on December 14<sup>th</sup> and January 11<sup>th</sup>. The annual Tree Lighting was held on December 5, with over 130 kids . Great reviews from patrons! And finally, there will be a "Sled Dogs Meet & Greet" held on Saturday, January 7<sup>th</sup> with Milagro Turner of Cambridge.

**4) Outside Lighting:** Gretchen has noticed the need for additional lighting in the front of the library. Board members agreed and decided that a spotlight aimed at the front would be helpful.

**5) Holiday Hours:** Christmas week: Open: 10am – 4pm. Tuesday, 12/20 to Thursday, 12/22.

Closed: Friday, 12/23 and Saturdays, 12/24, 12/31  
Gretchen will post these changes on social media.

### **Board Discussions:**

**1). ADA/ Renovation Project:** Lindsey met with Andrea Murray of “VT Integrated Architects” on November 23 to discuss the ADA/Renovation project. Lindsey reviewed this meeting with the Board. Key themes addressed were: an up-date on costs, Grants/funding that may be pursued, and points to consider sharing with the Selectboard. The Board agreed that the Building Inspection continues to be the first step, and after reviewing that report, a follow-up meeting with the Selectboard will need to be scheduled.

**2) Up-date on Director’s Salary:** Beth, Jeff, and Lindsey met with the Selectboard on Nov. 17<sup>th</sup> to present a salary schedule /benefit package for other Library Directors and to ask for a more competitive package for our Director. There are no up-dates at this time and Beth agreed to e-mail John Abbott to ask if he has any news on this topic.

**3) Library of Things:** It was decided to add to this collection. A Karaoke machine, and a Kitchen Aid mixer will be purchased after the first of the year.

There being no further business the meeting was adjourned at 7:30.

Respectfully Submitted,

Susan Macmillan/ JTL Secretary

**Next meeting scheduled for -----**

**Tuesday, January 10<sup>th</sup> at 5:30 pm at  
Jericho Town Library**