Craftsbury Public Library
Minutes
February 6, 2017

In attendance: Ned Houston, Matt Krebs, Suzanne Griffiths, Aliena Gerhardt, and Barb Strong.
Absent: Robert Linck, Susan Flynn, and Saul Trevino (arrived toward the end).
Also present: Susan O’Connell.

Meeting called to order at 6:02 pm by Ned Houston.

I. Secretary’s Report
Minutes from January meeting approved. Susan requested that the minutes be amended to clarify that the sheet of talking points should be used proactively by all board members to discuss the request for an increase in funding.

Motion – Matt
Second – Don
Motion passed.

II. Librarian’s Report
Susan O’Connell presented. Highlights include:
- The state librarian is retiring. The new governor has not rehired her. The CPL greatly appreciates all her efforts. No information as yet about whether she will be replaced. Her last day is 17 February.
- The Vermont Online Library is a huge library, but is difficult to use. Susan O plans to look for ways to make things easier.
- The entryway is being revamped to be tidier and safer. Robert L is building a bookshelf, and the Easton Family Foundation is kindly supporting Susan’s ideas with funding for the bookshelf, mats, boot trays, etc.
- Upcoming programs: How to Spot Fake News, 12 February at 3 PM, and Frank Easton’s Travels in the Southwest, 5 March at 7 PM. The Historical Hatchments program was very successful.
- Grants: Susan completed a Turrell Fund grant request and expects to hear in late spring/early summer. The Easton Family Foundation provided funding for the entryway reorganization.
- Volunteer appreciation/training: 23 February, 6 PM. Jasper Hill and Vermont Smoke and Cure are donating gifts for the volunteers. Susan will do some refresher training, including confidentiality, censorship, and accessibility.

III. Treasurer’s Report
- The annual letter brought in more money than ever before, at $10,304.67 to date.
- Susan Flynn action item: Provide spreadsheet electronically before meeting, with a target of 1 week before.

Motion – Ned
Second – Don
Motion passed.
IV. Other Business

Building insurance:
- Policy expired in January; waiting to receive the new one, after which our insurance policy will be reviewed.
- **Matt action item:** Will get the information from Susan Flynn.

Review of mission, goals, and objectives:
- Mission was reviewed, and the official mission will be clarified on the website.

Review of bylaws and policies:
- Amendment to state that there will be up to 10 members of the board.
- Meeting time will be clarified to be “approximately monthly.”
- Motion by Matt for the annual meeting to be the first board meeting in January. Ned seconded. All in favor; motion passed.

Town meeting plan:
- We will have a table at town meeting with a display, handouts, and a survey. Please encourage visitors to the table to fill out a survey. We will make the survey available on Survey Monkey.
- **Susan O action item:** Set up Survey Monkey survey.
- **Aliena and Barb action item:** Contact school to ensure we have a table and an outlet.
- **Action item:** Post on Front Porch Forum and a letter to the Hardwick Gazette asking for support for request for funding. **Barb** will ask a parent. **Susan** will ask a couple people. **Aliena** and her son will also write a letter. **All:** consider Facebook posts.
- **Ned action item:** Ned will speak at the town meeting.
- **Select board was very positive about our request for more funding.**

Long-range plan:
- Trying to consider creative use of space, enhancing the library’s endowment fund, fundraising campaigns, long-term finance, including bequests.
- Carpet cleaning: April at the earliest so the windows can be open.
- Will investigate better lighting for the parking lot.

Motion to accept – Barb
Second – Don
All in favor; motion passed.

New business:
Barn dance!
- Dave Rowell is interested in doing a barn dance in May for a joint Craftsbury Public Library and Chamber Players fundraiser.
- **Saul action item:** Saul will get more information on dates, etc.
- **Robert or Susan O action item:** Robert will look into beverage connections.

Antiques and Uniques
- **Don action item:** will start the process for involving the library in A&U. The board thanked Don for stepping up.

Meeting adjourned at 7:13 pm.

Motion – Matt
Second – Don
Motion passed.