

Pawlet Public Library

Monthly Meeting of Board of Trustees

MINUTES

November 7, 2023

Present: Trustees in attendance: Harley Cudney, Grace Larson, Kathryn Lawrence, Joni Lee

Community Members: Linda Welch

Call to Order: 5:37 Harley calls to order.

Public Comment: None at this time.

Review of Operating Norms: Kathryn moves to omit reading these, Grace seconds, all in favor.

Review of October Minutes: Joni motions to approve, Kathryn seconds, all agree.

Approval of Agenda: Harley adds discussion of Annual Appeal letter, deletes Treasurer's report and Director's report. Joni moves to approve, Grace seconds, all agree.

Secretary's report: Grace has reported to the Town Clerk the board membership for the annual report, the Clerk replied that the only member up for election next year is Heather Lund, Grace has conveyed this to Heather.

Unfinished Business:

- Harley has reached out to contractors to look at the roof/drywall situation at the library, there are recommendations from other Board members and Linda, Harley will continue to look into this and bring a recommendation to the Select Board.

Volunteer/Board training:

- This has been discussed, and several local libraries have successful programs.
- Joni has suggested getting together with other local libraries to discuss how to coordinate boards with local libraries and resources. She will reach out to local libraries (such as Middletown Springs, Wells, Poultney, Rupert, Dorset) and hopefully we can coordinate a get-together in early 2024 to discuss how to best use our resources.

Committees:

- Personnel, Annual Reviews, and Bylaws have all been suggested and need to meet.

Library Budget:

- Budget was sent out to the Board, expected income and expenses match up so far.

- Harley suggests that the small surplus in the budget should be used for improved furniture, specifically upgraded folding chairs and comfortable seating for the children's room.
- Kathryn motions to add \$5,000 to budget in building maintenance line for furniture improvements, Joni seconds, all agree.
- Harley will ask the Select Board at next meeting regarding legal council for the town/library.
- Harley will edit the budget and get it ready to send to the Town, to be voted on by the Library Board at the December meeting.

Annual Appeal:

- This is coming up soon, Harley will ensure the letter is written and printed, and look at the DonorSnap list to make sure it is updated. Letters should be ready to be picked up by Board members for overview by November 27, 2023 and there will be an envelope stuffing party at the library on December 2, 2023.

Annual Report to Town of Pawlet:

- Harley will bring a letter to the December meeting to approve.

7:01 Kathryn motions to move to Executive Session to discuss personnel matters, Joni seconds, all agree.

8:05 Executive Session ends.

Joni motions to offer a vote of no confidence in the current Director. Kathryn seconds, all agree.

Kathryn motions to vote for dismissal of the Director, effective immediately. Grace seconds, all agree.

8:15 Meeting is adjourned.

Dated November 7, 2023, Grace Larson, Secretary.

Next regularly scheduled meeting: December 5, 2023