

Moretown Memorial Library Board of Trustees Minutes
Regular Meeting
Thursday, March 11, 2021 6:30 p.m.

Please use this google meeting link to join the meeting:

<https://meet.google.com/fns-euek-zyw?authuser=0&hs=122&ijlm=161537640473>

Not Approved

In attendance: Allison Dellner, Deborah Feldman, Jennifer Hill, Rachael Wettenstein, Jamie Wimble, Emily Wood

6:35 Call to Order

6:35 Public Comment

- Introductions

6:45 Reading - Jennifer Hill from [When Stars Are Scattered](#) by Victoria Jamieson and Omar Mohamed

6:49 Secretary's Report

[Meeting Minutes from February 11, 2021](#)

Highlights:

- February love was in the air :)
- Discussed the future of the library trustee makeup and schedule
- Celebrate budget approval by select board

Allison Dellner moves to approve and Jamie Wimble seconds it. All vote to approve.

[Meeting Minutes from March 4, 2021](#)

Highlights:

- Sorted appointments

Jamie Wimble moves to approve and Allison Dellner seconds it. All vote to approve.

6:52 Treasurer's Report

- Emily will meet with Michelle and speak with Elizabeth to talk about the treasurer's process. Emily will take notes to share in the library google folder for future reference.

6:56 Librarian's Report / reopening plan

Report

- Curbside is steady with 10 - 15 requests per day and the calls and google form is the way folks are requesting.
- New people to Moretown are getting signed up with library cards
- Programming is going well (Cory is at the Salamander program right now:) and virtual attendance is solid. Celebrate the craft kits with books and future ideas for outdoor game checkouts. Thank you Rachael for the awesome library website!
- Re-opening: time frames instead of appointments by the end of April. Wondering about shelving to move books over. We are also looking to request an extension to the space use. The Town Hall committee is meeting to plan for this and we will discuss this more this summer. Rachael shared that having the library space ready is necessary for re-opening and Cory and Rachael are okay with folks coming in the front door.

7:18 Friends update

- Jamie has sent out a google poll for those folks who have shown an interest in being a Friend of the Library for when a meeting will happen to get them up and rolling. There are about 6 people interested and may recruit more folks to get a good sized group going.

7:20 Staff evaluations

- As trustees we are responsible for a personnel review of the librarian and the librarian is responsible for evaluating the staff.
- Jen will look through the archives and the Vermont Department of Libraries for an evaluation that we can use with our librarian and what the standard process is for doing this (whole board, sub

committee?). Here is [the one](#) that Jen found in the Moretown Library Google folder.

7:24 Trustee Responsibilities video and discussion

- [Slides](#) of the video
- The [video](#) of the duties and responsibilities
- We discussed the organization of the Google Drive Folders and making sure that everyone has access.
- See the attached chart for organization

8:15 Matters Arising

From Jen: email about [National Library Workers Day](#) (NLWD) —Tuesday, **April 6, 2021**.

8:15 Set next meeting date/assign reading

May 13th 6:30 - 8:00
Reading by Emily Wood

8:20 Adjourn

Jennifer Hill moves that we adjourn Jamie Wimble seconds and all vote to adjourn.