

Jaquith Public Library  
Trustees Meeting Agenda  
December 3, 2024 6:30pm

Present: Trustees - Sonia Carrasco, Cathy Chodorkoff, Michelle McCormick, Annie Reed, Tracey Witherspoon; Susan Green, Librarian

Meeting convened: 6:36

- Review/Approve Agenda: 2 minutes  
Approved

Review/Approve Prior Month's Minutes: 2 minutes

- Approved

Review/Approve Invoices: 5 minutes

- Cathy will approve when all are received

Budget Review: 10 minutes

- No info from Bobbie
  - Susan proposed a meeting later in December to review the final 2024 budget/expenditures - Dec. 17th.
- 2025 proposed budget
  - Bobbie suggested workers' comp be put into the library budget and removed from the town budget.
  - Discussion about point person for community garden and whether she is included as a library employee for work/comp purposes. We will have further discussion with Bobbie to clarify that this individual is not a library employee - she's a grant funded 1099 worker for the Resilience Hub (pass through grant under the Jaquith umbrella). Susan will get more info for us and we'll follow up on it with Bobbie.

Librarian's Report: 15 minutes

- See full Librarian's report for details
  - 98 people came to the winter clothing giveaway. There were 30 people for the bagpipers and they will do it again in the spring. Good turnouts for book groups and lectures. Activity groups are going along.

Old Business: (follow-up from previous meetings) 15 minutes

- Report on building/mold
  - Selectboard said the town will have a \$300,000 dollar shortfall after town and FEMA funds are expended. They don't want to put money into the building since it's uncertain what the future of the building will be. They keep indicating they'd like us to take control of the building, but we're just tenants who pay rent. There was a suggestion that we take on forming a committee that oversees the building. We all agreed we will not take this on. They'd also like us to write grants to seek funding to assist with this funding shortfall. Michelle brought a contractor to look at the building today to give an estimate on repairs to the library area. Green Home Solutions mold testing found that the collection is in good shape for the time being, but continued exposure for the books and employees is detrimental. Stopgap measures include multiple air purifiers and plastic on walls as a mold block.
- Volunteer appreciation
  - February 8th high tea (3:00). Around 40 volunteers will be invited. Susan and Michelle will ask Roger Huntington about providing china service for the tea and possibly baking.
- Annual appeal
  - Letter is going out tomorrow

Reminders: Long Range Plan, By-Laws, Policies, Staff Evaluations

New Business:

15 minutes

- Future meetings
  - We rescheduled for the 1st Tuesday of the month, but Susan is concerned that it's too early because many invoices/bills haven't been received yet. We'll try the 3rd Tuesday and see how it goes.

Meeting adjourned: 7:51