

Jaquith Public Library  
Trustees Meeting Agenda  
Oct 11, 2022

Present: Susan, Kara, Sonia, Cathy, Christina and Annie

Review/Approve Agenda-

approved

Approve Minutes- minutes were not available and will be made available for approval next week

Librarian's Report – Reviewed the Librarian's report. Doing well statistically. Going up in every area. Sasha is doing storytime and it is going well. Pumpkin walk will be Oct 28<sup>th</sup> if Susan can get enough volunteers. Anne will start indoor movies. There will be a poetry and art opening.

Budget Review- Reviewed the budget. We only have \$507.71 to raise. There was a question about where to count the book bags that were purchased for the book sale but also given as gifts to volunteers. We will pay for the \$400 worth of book bags out of the Hap Hayward Fund and reimburse the fund as we sell them.

We are \$440 over budget in internet because we have not received the e-rate we expected, we make up for that in the annual report.

What do we do with the surplus in the Story Grant of \$2,895? The Trustees had questions about allowable uses of the funds. Trustees would also like to know if we are allowed to spend the funds or if they are required to be sent back. Susan will ask the town clerk and report back to the Trustees.

Programming planning staffing conversation update- The Trustees have agreed to a 10hr a week position for \$17/hr. Susan would like to move closer to retirement and would like to reduce her hours. She would give up her Mondays

Budget planning- We underbudgeted this year and did not anticipate high increase in goods and services. Plan for a 80% increase in goods approx. 1.5% in staffing. Do we want to increase the book purchase amount this year since paper books are pretty low in utilization? Trustees suggested increasing e-book options. Susan will do research and present at next meeting.

Harvest Fest debrief- Trustees and Susan completed the Events review document. Overall a great success, next time plan for more food.

Hiring Policies – Board Chair presented a draft hiring policy to the board. The Trustees agreed to utilize the Vermont Adult and Child Abuse registry to conduct background checks on new hires. The Trustees approved the hiring policies with the agreement to replace placeholder equal opportunity/ nondiscrimination language with the language that the town uses.

#### Challenged Books

3 Books have been challenged by a community member. The challenge was reviewed by the Library Director (Susan) and Youth Librarian (Sasha). They would like to keep the books in the library and the Youth librarian wrote a letter in response to the challenge. In the interest of keeping with the library's policies the trustees will not review or weigh in, are just being made aware. The community member will be made aware of the appeals process.

The board Chair had reached out to the Vermont Department of Libraries as the instances of challenged books rises throughout the country, the VDL offered resources which the Trustees will review and agree to look at any changes or updates that may need to be made to the Challenged Books policy in the future.

#### Annual Appeal

Trustees will have one last time to review the letter that Christina wrote. Annie will organize the mailing and Kara will sign the letters and write thank yous as needed.

#### Meeting Adjourned