

CHELSEA BOARD OF LIBRARY TRUSTEES
Meeting January 9, 2023 at 6:00 P.M.

Attendance: Mark Lembke, Veronica Golden, Suzanne Turner, Phyllis Hayward, Kezia Freyjo, Jess Anderson

1. Call to Order- 6:01
2. Public Presentation and Comments
3. Adjustments to the Agenda
 - a. Add a discussion about new members
 - b. Art opening- 1/12 from 5-7pm
4. Approval of the Minutes from the December Trustee Meeting
 - a. Mark moved to approve minutes and Phyllis seconded
 - b. Mark is going to look into laws around executive sessions and meeting minutes. Question about how detailed notes should be after an executive session. What information can/should be shared
5. Treasurer's Report
 - a. Phyllis gave an update on the state of the budget
 - i. Some line items (heating, insurance were more than we budgeted for)
 - ii. Fundraising was lower than anticipated because we didn't do the silent auction this year
 - b. Mark moved to approve the treasurer's report and Suzanne seconded
6. Librarian's Report
 - a. Veronica gave an overview of 2022 statistics
 - b. Update on programming for December and what's upcoming
 - c. Discussed what should happen if the library needs to close due to weather
 - i. If the librarian's attendance isn't possible for extenuating circumstances (ie weather) the hours will be removed from that pay periods time sheet, unless the librarian chooses to take the hours as vacation time. Phyllis made a motion and Mark seconded.
 - d. Checked in about afternoon patron use. Trustees will try to be present in the afternoon for observation. Will continue discussion going forward
 - e. Veronica is looking for USB speakers
 - f. Mark made a motion to approve the librarians report and Phyllis seconded

7. 2023 Budget Planning and Approval
 - a. There was a question about the heating line item and what the heating expense will actually be in 2023. Phyllis is going to look into this
 - b. Phyllis will check in with Maryanne about how the selectboard would like the trustees to present or submit the budget this year
 - c. Mark made a motion to approve a budget for \$84, 857. Kezia seconded

8. Bylaw Review
 - a. Mark made a motion to table this discussion until our January meeting, Phyllis seconded

9. Annual Appeal Update
 - a. Veronica/ Phyllis gave a quick update on the annual appeal

10. Presentation of Budget Comparisons for Central Vermont Libraries
 - a. Kezia presented information she's gathered that compares salaries and funding for public libraries in Orange County
 - b. Had a short discussion about funding, budgeting and goals for the library

11. Discussion about new members
 - a. Discussed the need to add language to the bylaws. Need to investigate the state statues language around "members at large". Think about how we expand the board if we want to have more than 5 members

12. Adjourn- 7:28pm

13. Future Meetings
 - a. February 13, 2023
 - b. March 13, 2023
 - c. April 10,2023