

CHELSEA BOARD OF LIBRARY TRUSTEES

Meeting Minutes

Attendance: Phillip Mulligan, Mark Lembke, Suzanne Turner, Veronica Golden, Jess Anderson

- 1) Call to Order - 6:03
- 2) Public Presentation and Comments
- 3) Adjustments to the Agenda: add Phillip Mulligan (Window Dressers Program)
- 4) Approval of the Minutes for the August Trustee Meeting- Suzanne moved to approve minutes and Mark approved
- 5) Phillip Mulligan, with the Window Dressers Program, came to discuss installing indoor storm windows in all of the library windows. These would result in improvements to energy and comfort. The built ins are built by community volunteers so the cost is greatly reduced. Discussed different options and pricing. Storm windows would need to be removed/ inserted seasonally. Storage during off season (summer) needs to be considered. Looking at a return on investment of 3-4 years.
 - a. Discussed talking to the selectboard about potential AARPA funds that could be used to help cover the cost
 - b. The storm windows are being built in November. They are looking for an answer by the end of the month
 - c. Will check in with Phyllis regarding budgeting and make plans for moving forward.
- 6) Treasurer's Report- move to an upcoming interim meeting
- 7) Librarian's Report

- a. Patron statistics were up overall in August
 - b. Updated on programming that happened throughout the month and a look at what's coming up
 - c. Palace app - New app from the VT Department of Libraries is available for use and Veronica is working through the process of getting us access
 - d. Discussed making a plan to sell or dispose of the antique books that are in the balcony space
 - e. Megan made a motion to approve the librarians report and Suzanne seconded
- 8) Library Behavior/Conduct Policy Discussion and Approval
- a. Reviewed and discussed proposed Library Conduct Policy
 - b. Mark made a motion to approve the library conduct policy with the proposed changes, Suzanne seconded
- 9) Planning for Trustee Offices/Membership
- a. Discussed potential upcoming membership needs. Veronica will post information on our website to welcome letters of interest in joining the library board of trustees
- 10) Fall/Winter Fundraising Planning - Will gather more information from Phyllis about budgeting needs and plan fundraising accordingly at the next meeting.
- 11) Executive Session to Discuss Personnel Evaluation
- a. Entered at 7:31pm
 - b. Exited executive session at 7:49. No action taken after the executive. Rescheduling a meeting for sometime next week.
- 12) Adjourn
- 13) Future Meetings:

- a. October 10, 2022
- b. November 14, 2022
- c. December 12, 2022