

Approved
JPL Trustee Meeting Minutes
August 17, 2021

Meeting opened at 6:42

Those present: Liz Milligan, Chair, Joy McCorkhill, Director, Leslie Seppala, Brenda Roy and Jeanne Kenison.

Secretary's unapproved meeting minutes were passed out to be reviewed by Trustees. Liz made a motion to accept the July 6,2021 Trustee Meeting Minutes as written and this was seconded by Leslie. All trustees passed the motion. Liz then made a motion to accept the July 29,2021 Trustee Meeting Minutes as written and was seconded by Brenda. All trustees passed the motion.

The treasurer's report was passed out for trustees to review. Leslie stated that the checking account balance as of August 17,2021 was \$3,944.22; the small windfall account balance was \$250,260.30; the savings account balance was \$5,430.31. Liz made a motion to accept the treasurer's report as presented, seconded by Jeanne and motion passed by all trustees.

Liz presented the MOU for final review by trustees prior to signing the agreement between the JPL and Jefferson Selectboard. This agreement will be reviewed every year as presently the library is 28% of total community building space and 22% for heat and electric and these percentages may change based on cost of utilities/ hours library is open.

Joy stated that she has had 6 applicants apply for the part time library assistant position and that she suggested an hourly rate of \$12.50.

At 7:18 Liz made a motion to go into non public trustee meeting and seconded by Leslie.

At 7:40 meeting went back into public meeting. Liz shared with Joy that her rate of pay increased to \$16.00 immediately. If necessary, the funds would come out of the savings account to help offset the increase. Liz thanked Joy for all the hours and diligence spent on library renovation plans, writing the MOU as well as continuing to write grants and completing all the usual responsibilities as it has been greatly appreciated.

Joy stated that Debbie and Ivan Guay have a made a \$250 donation to the JPL Trustee Scholarship Fund for Jefferson students.

Joy reported that she has started reaching out for ads for the community calendar which will help fund the JPL scholarship. She would like to send a mail out for those patrons to review their listings and fill out their ads as it is becoming more difficult to track down people with cell phone numbers.

Joy will begin to monitor her hours spent on the community calendar preparation for a item on budget for calendar preparation.

Joy showed trustees furniture/ desk/ shelving recommendations sent by Cori from Tucker on the updated quote. Joy will make a wish list of furniture for the library and will have print outs available for trustees. Joy and Liz will pick up carpeting samples at Floor Works in Bethlehem next week.

The next meeting will be September 14,2021 at 6:30.

Meeting adjourned at 8:03.