

**Vernon Free Library Board of Trustees**  
**Regular Meeting Minutes**  
**June 10, 2020**

**MEMBERS PRESENT:**

Bronna Zlochiver, Chair  
Joanne Leveille, Vice Chair/Clerk (joined at 4:33 PM)  
Kristen Dietrich, Recording Secretary  
Ian Hefele (joined at 4:38 PM)  
Elaine Dietrich

**STAFF:** Jean Carr, Library Director

**ABSENT:**

None

**REGULAR MEETING:**

The meeting was held electronically via Zoom.com. Bronna Zlochiver called the meeting to order at 4:30 pm.

**PUBLIC PARTICIPATION:**

None

**CHAIR'S REMARKS:**

Bronna Zlochiver welcomed everyone to the meeting.

**APPROVAL OF THE MINUTES:**

- **A motion was made by Elaine Dietrich to accept the minutes of the May 13, 2020, regular meeting as written, Seconded by Ian Hefele. Carried 5-0**

**LIBRARY DIRECTOR'S REPORT:**

**FINANCIAL:**

- Expenditures are at 85.45% at 93.98% of the fiscal year.
- Book expenditure is down but Jean Carr has started to order again.

**DELIVERIES:**

- The Vernon Free Library been able to resume deliveries, especially books. Jean Carr is in the process of catching up on book orders.

**COURIER:**

- Service has resumed with PRIORITY EXPRESS as the courier.
- Courier Report from VTLIB was sent to trustees showing the savings when using the Courier service vs. USPS

**CURBSIDE SERVICE:**

- The Vernon Free Library averages about 5-6 patrons using the service each day it's provided.
- There are about 15-16 books average per curbside delivery day.

#### VOSHA TRAINING:

- If you have done the training, please email your certificate to the Library so that Jean Carr can print copies to have on hand in the Library and the Treasurer's office.

#### RE-OPENING PLAN:

- Draft plan was sent in email. Jean Carr has not heard of any libraries that have a definite reopening date.
- No date for opening building. We're waiting to see what the Governor does re: State of Emergency Order, which is in place currently until June 15.
- Supplies on hand include a thermometer, gloves, hand sanitizer, sanitizer wipes, and disinfectant.
- VTLIB website has information on reopening. Search "Reopening Planning Resources & Sample Plans"

#### OLD BUSINESS

- Review and approval of Bylaws was tabled until the next Trustee meeting on July 8, 2020.

#### EXECUTIVE SESSIONS

- **A motion was made by Joanne Leveille for the Trustees and Jean Carr to enter into Executive Session pursuant to 1 V.S.A. Sec. 313(3)(a)(3) to discuss a personnel matter.** Seconded by Kristen Dietrich. Carried 5-0.
- Entered Executive Session at 5:04 PM. Returned from Executive Session at 5:20 PM. No decisions were made while in Executive Session.
- **A motion was made by Elaine Dietrich for the Trustees to enter into Executive Session pursuant to 1 V.S.A. Sec. 313(3)(a)(3) to discuss a personnel matter.** Seconded by Kristen . Carried 5-0.
- Entered Executive Session at 5:23 PM. Returned from Executive Session at 5:43 PM. No decisions were made while in Executive Session.

#### ANNOUNCEMENTS/INFORMATION

- Trustees' next regular meeting will be Wednesday, July 8, 2020, at 4:30 pm. The meeting will be held electronically via Zoom.com.
- During this time, it is important to stay in touch safely, so Sara Coffey, state representative for Vernon and Guilford, will be hosting her Coffees with Coffey on Zoom on the first and third Sundays of each month from 3-4 pm, starting April 19. For more information, contact Sara at [saracoffeyvt@gmail.com](mailto:saracoffeyvt@gmail.com).

**ZOOM LOG IN INFORMATION**

Vernon Free Library Trustees Regular Monthly Meeting

To join this Zoom meeting from a computer, laptop, or tablet, click on this link:

<https://us02web.zoom.us/j/81498183627?pwd=RzBoUHhYYk5NYnpBS2ZsYkc2R1NqQT09>

To join this Zoom meeting by phone, dial +1 301 715 8592 US (East Coast);

**Meeting ID:** 814 9818 3627

**Meeting Password:** 664454

**MEETING ADJOURNED AT 5:45 pm.**

**Respectfully Submitted by**

**Kristen Dietrich, Recording Secretary**