**Cobleigh Public Library Trustees Meeting**

Thursday, Sept. 23, 2021

6:40 Meeting Called to Order

**Attending:** Bryn Hoffman, Hilary Adams, Paula Pearce, Lorrie MaWhinney, Jessica Simpson, Jeanne Laughton

**Minutes:** Paula made a motion to accept minutes, Hilary seconded. Motion passed.

**Agenda:** Paula made a motion to amend the agenda to include update on the board retreat. Jess seconded and motion passed. Lorrie made a motion to move the Edie Bell Brown update to Old Business. Jess seconded, the motion passed.

**Treasurer’s Report:** Paula is waiting on updated information before completing this month’s Treasurer’s Report .

**Librarian’s Report:** Coin Drop exceeded our expectations, earning $2350.41! The Great Dragon Egg Hunt community activity went well and the Library plans to do it again. Friends of the Library are prepping for the Book Sale, Oct. 8-9.

**Old Business:**

Update from Board Retreat: Board members at the retreat envisioned six different committees for long term planning for the library. Investment Policy, Tech, Mission and Bylaws are the priority right now. Ideally, the committees would be made of board members and community members, including residents of towns in addition to Lyndon. There is also a need to create a performance review for the Director.

Edie Bell Brown fund: Bryn will follow up with Paula to make sure the funds that were approved from this account are transferred to the General Fund. The estate is almost settled. The board will set up a meeting with our financial adviser to help guide us with decisions regarding this fund.

Grant update: The Bookmobile received a $5000 grant from the Vermont Humanities Council. This will cover repair costs. We are waiting to hear back about a $16,000 ARPA grant through the state. Also, Bryn is working on a Kingdom Trails mini grant to fund bike racks and a repair station for the Library.

**New Business**

COVID update/Vaccination mandates: Masks are required again for all in the Library. The library does not mandate vaccines for staff at this time, but may revisit it at another time.

Appropriations Letters: Board will need to write Appropriations Letters sometime in November. Jess will help Bryn with letters.

2022 Budget: Bryn and Paula will begin work on the 2022 budget, including work on salaries and payscale.

Librarian Vacation: Bryn requested 6 days of vacation before January 13, 2022. Hilary made a motion to accept the request. Paula seconded the motion. Motion passed.

Adjourn: Lorrie made a motion to adjourn the meeting. Jess seconded and the motion passed. Meeting was adjourned at 8:30 p.m.

**Next meeting: October 28, 2021**

**6:30 pm**