

Stowe Free Library
SFL Meeting Room and Online
Friday January 6th, 2023

Call to Order: 8:05 am

Present: K.Spear, C.Maison Kastner, A.Calvato, S.Calvo, S.Gaines, K.Kaufman, B.Mullin (zoom), C.Weber (director)

Absent: None

Minutes: Stand as read.

Begin Director Search: Charles Safford (Town Manager) and Charleen McFarlane (HR) explained the process for hiring a new Library Director. C.Weber is retiring by the end of 2023. The Hiring Process in the Town Charter calls for two Library Trustees to be on the search committee. The Board needs to discuss what we want from the new Library Director. What is our vision? See attached hiring timeline for more information. There was discussion about the difficulties of housing in the Stowe area. The goal is to start the search local to VT which might alleviate the housing issue. Do the candidates have the prerequisite skills? Can they be successful in this position? What are the risk factors with this new person? The Town maintains benefits and wage structure to be competitive. The search will be conducted through advertising, VT library listserv, linked in, word of mouth, the Town website, the library website, etc.

Friends' Report: The Friends met on Thursday January 5th, 2023. They have acquired two new members. There was discussion about bringing back the *In Our Own Backyard* series. Kelley may be hosting the Friends' annual meeting in May.

Treasurer's Report: The Operating Fund contains: \$27,882. The Copely Fund has: \$29,040. The Morgan Stanley balance is \$1,085,744. The Treasurer has sent an email

to label the two accounts rather than use numbers. They should be known as the Operating Account and the Copley account. A new Copley Fund check was received, approximately \$2,000. Cindy will deposit it into the account.

Director's Report: The Director continued to attend the ALA discussion regarding sustainability. Her suggestion is that the library should go forward with the Vermont cohort to be certified. There is a long lead time, but we feel the town will support the idea. Patrons are up. Board discussed approaching town and asking for a part-time person. Patrons want the library to be open more hours than at present. We have new passes for Hildene, The Lincoln Family Home in Manchester and Isabella Stewart Gardener Museum in Boston. Security cameras will be installed this month. The library's website disappeared and must be replaced. The Town will eventually take it over when they create a common platform for all town entities but for now, we need a new website. There was a discussion of ways to fix the issue. Anna will talk to a local web designer. Cindy will talk to the librarians at Lanpher Memorial and Morristown Libraries whose websites are similar to what we would like to produce. The bus trip to Three Pines was canceled due to lack of funds of other libraries. There was discussion of a vote on covering funds that might be missing from other library budgets

Trustee Bylaws/Trustee Job Descriptions/ Endowment Policy: No changes.

Library Budget Fiscal Year 2023: The budget remains status quo with a few increases for payroll. The library is often under budget. Funds left over go into town till. We should average out the last three years to accommodate our budget.

Recruitment of Finance and Search Committee Members: A Motion was made to create subcommittee to search for new librarian. The Motion passed. Shelby, Charlotte and Kelley will make up the Search Committee. A Motion was made for Kim to join finance committee. The Motion passed.

Attendance at Select Board Meetings: The Trustees agree we should attend the select board meetings, Monday nights every other week, to follow the discussion about the fiscal year 2024. We can sign up for RSS feed on town's website. The next meeting is January 9th at 5:30. Zoom attendance is available. We have developed a schedule for attendance. Only one Trustee is necessary to attend each meeting.

Middle School Play Donation: The Trustees would like to donate funds to help the middle school put on their play. The Endowment Funds need to show a benefit to library. Both the Adams and Copley Funds are earmarked for acquiring literary and educational materials for the elderly. There was discussion about the middle schoolers performing at Copley Woodlands. A Motion was made to give the Stowe Middle School \$2,000 to bring the kids to Copley. The Motion passed.

Piano Donation: Trustees feel the library cannot accommodate a baby grand piano. There is not enough room. A Motion was made to decline the generous donation. The Motion passed.

Old Business: none

New Business: One of our beloved and long-serving Board members, Dick Johannesen passed away on December 19th, 2022. The family is asking for donations to the Steeple Maintenance Fund. A Motion was made to donate \$100 in Dick's name out of the Operating Account. The Motion passed.

Next meeting: February 3rd, 2023

Adjournment: A Motion was made to adjourn at 9:55 am. The Motion passed.

Respectfully Submitted,
Kim Kaufman