

MINUTES, NORMAN WILLIAMS PUBLIC LIBRARY BOARD

June 22nd, 2021, 5:15 p.m.

Board Meeting

Attending:

Ron Miller, Joe Boyd, Anthea Lavallee, William Colson, Elizabeth Daniels, Alison Hankey, Brenda Metzler, Priscilla Marsicovetere, Karen Copenhaver, Laurie Chester

- Also Attending: Library Director Clare McFarland and Adult Services Librarian, Danelle Sims
- Excused: Chris McIlroy
- A quorum was present
- Submitted by Alison Hankey, Secretary

Zoom Meeting

Call to Order at 5:18 PM

Opening Remarks & Announcements:

- NA

Approval of May 25, 2021 Minutes:

Motion (Ron Miller)	1 st	2 nd	Vote
Motion to accept the minutes of the May 2021 Board Meeting	Joe Boyd	Priscilla Marsicovetere	Approved unanimously.

Library Director's Report (with Clare McFarland):

- A written report was submitted
- Curbside will end in July unless a patron specifically requests to continue
- Library staff continue to be CPR certified
- An abundance of positive feedback has been received re the hiring of Adrian Tans
- Several building improvement projects have begun (window restoration), are completed (front walk), or being scoped (carpeting). The elevator and sprinkler system both passed inspection.
- Applications for two grants have been submitted: ARPA and the VT State Building Communities Grant.

Treasurer's Report (with Joe Boyd)

- A detailed financial report for May was submitted
- The library continues to be in a strong financial position

- The Capital Expenditures Committee will propose a discretionary spending policy for the Library Director at the July Board Meeting

Motion (Ron Miller)	1st	2nd	Vote
Motion to approve the May Treasurer's Report	Elizabeth Daniels	Laurie Chester	Approved unanimously.

Library Staff Background Check Policy:

- The Board agreed to table this until the July Board Meeting.

Library Staff Vaccination and Mask Policy:

- There was significant discussion about the proposed policy, however the Board was unable to reach consensus and asked the policy subcommittee to present a revised version for consideration at the July board meeting.

ARTF Learning Moment on Diversity & Inclusion (with Karen Copenhaver):

- Excellent, thoughtful presentation from Karen on AI and algorithmic bias.

Committee Reports:

Development/Planned Giving (with Laurie Chester)

- A written report was submitted.
- Very successful Spring appeal
- The Planned Giving brochure is in process of being created
- Foyer book sales have resumed with the library reopening to in-person visits

Adjourn: 7:02 PM

Motion (Ron Miller)	1st	2nd	Vote
Motion to adjourn at 7:02 pm	Alison Hankey	Elizabeth Daniels	Passed Unanimously

Respectfully submitted,
Alison Hankey, Secretary
July 5, 2021