

Middletown Springs Public Library  
Regular Trustee Meeting  
Wednesday, August 12, 2020  
7 p.m., at the Library

**APPROVED MINUTES**

Present: Kimberly Bushnell, Beth Miller, Kristal Hier, Clare Heitkamp

1) Call to Order at 7:26 p.m.

2) Changes, Additions, Approval of Agenda:

- Beth moved to approve the agenda; Kristal seconded; motion carried.

3) Approval of Minutes

- Kristal moved to approve the minutes of the July 1 Regular Trustee Meeting; Beth seconded; motion carried.

4) Policy Review & Discussion

- none

5) Treasurer's Report

- Beth presented a Balance Sheet and Profit and Loss statement (attached) and a warrant for bills paid
- Discussion of why the bill for Interlibrary Loan delivery was so much: it wasn't shared among all participating libraries; Other libraries' portion will be refunded.
- Clare moved to accept the reports as written and sign the warrant; Kristal seconded; motion carried.

6) Librarian's Report

- See attached

7) Friends Update

- Next meeting September 8.
- Discussion of whether or how to hold the annual lawn sale with Covid restrictions.

8) Building Update

- Kristal will ask Michael Beatty to present ideas to the board at next meeting.
- Kristal will call some of the engineers recommended by Peter Stevenson to evaluate the septic capacity for expansion.

9) Old Business

- Calendar: We need to call subscribers and advertisers, get it to the printer by October 15.
- Letter update: \$1765 received so far. We might need to do some more fundraising, because of the possibility of not holding the book sale or Pie for Breakfast due to Covid restrictions
- Reopening plan: We should move to the next step, open Monday, Tuesday, Wednesday and Friday. No Saturday hours yet.
- Financial Procedures: Beth moved to accept the Financial Procedures as presented and forward them to the Town Treasurer. Kristal seconded; motion carried.
- Landscaping: Discussion of how to prevent people parking on the septic system. Kristal moved to hire the Tarbells to extend the parking lot so people won't be tempted to park on top of the septic system. Clare seconded; motion carried. Beth suggested the Mettowee nursery might donate shrubs to plant as a barrier around septic.

10) New Business

- Trustees: Discussion of whether to put out a call for volunteers to fill two empty seats.
- "Big Picture Moment" discussion: Tabled.

11) Other Lawful Business

- None

12) Next Regular Meeting September 23 at The Library.

13) Clare moved to adjourn at 7:37; Kristal seconded; meeting is adjourned.

Respectfully submitted,

Clare Heitkamp, Trustee Secretary