

Middletown Springs Public Library
Regular Trustee Meeting
Wednesday, January 27th, 2021
7 p.m. via Zoom

APPROVED MINUTES

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

- 1) Call to Order at 7:02 p.m.
- 2) Changes, Additions, Approval of Agenda:
 - Kelley moved to approve the agenda; Beth seconded; motion carried.
- 3) Approval of Minutes
 - Kristal moved to accept the minutes for the December 2nd meeting as written; Clare seconded; motion carried.
- 4) Policy Review & Discussion
 - Tabled
- 5) Treasurer's Report—attached
 - Kristal moved to accept the reports as written and sign the warrant; Kelley seconded; motion carried.
- 6) Librarian's Report—attached
- 7) Friends Update
 - Friends committed to \$4800 to match the historical building grant.
 - Next meeting Feb.10.
- 8) Facility Update.
 - none

9) Old Business

- Discussion of Continuation of Operation (COOP) plan: Kimberly will compile a short list of volunteer subs in the event both library employees need to be out, but consensus is that people will understand if the library has to close unexpectedly during this pandemic time.
- Discussion of Pie for Breakfast as “Drive-by Pie” during the ban on public gatherings.
- Check-in with Librarian about the goals she set for herself in her annual review is tabled until next meeting.

10) New Business

- Planning for spending the grant money for building improvements: Beth will communicate with Glenn Tarbell, since he was the cheapest of the three estimates.
- Discussion of improving Librarian Evaluation process. Kelley volunteered to use her professional experience to write up a new procedure.

11) Other Lawful Business

- none.

12) Next Regular Meeting will be Tuesday, February 23rd, at 7pm via Zoom. Change of day is to avoid conflict with the school district informational meeting.

13) Beth moved to adjourn at 8:37 pm; Clare seconded; meeting is adjourned.

Respectfully submitted,

Clare Heitkamp, Trustee Secretary