

**Stowe Free Library
Board of Trustees Minutes
September 7th, 2023**

Present: K.Spear, A.Colvato, S.Calvo (zoom), K.Kaufman, C.Maison-Kastner, L.Polk (Director)

Absent: B.Mullin, S.Gaines

Call to Order: 8:07 a.m.

Minutes: Stand as read

Friends' Report: Meeting on the September 13th. Welcome open house Sept 27th, from 3 to 5 pm. During open house there will be tours for patrons. Signage is being made for Fall events. Friends' have an event on September 26th. Molly's new book club will be open to public. The Friends and Stowe Free Library are partnering with local businesses. The first meeting will be at Trapps who will give the book club a meeting room and the Friends will purchase appetizers. The book for first club, *The Only Woman in the Room* by Marie Benedict. On July 8th there will be a party on front lawn paid for by Friends. They discussed the return of *Music at the Gazebo*. The Book Fair raised approx. \$20,000. The Friends and the Library will partner on a scavenger hunt to raise funds and broaden the scope of the Friends from Memorial Day to Columbus Day 1024, Partnership with businesses. The Board discussed the Welcome/Open House to be held on September 27, 2023. The Friends have offered to split the cost of the party. A motion was made to spend up to \$125 for the Welcome/Open house party scheduled for September 27, 2023. The motion passed.

Treasurer's Report: Union Bank has sent a bill for a safety deposit box that no one knew about. The Treasurer and Chair went through old boxes of the former Treasurer and talked with some past Trustees, but no one remembers what it is for. Loren did discover a key she thinks is a safety deposit box key. The bank said they would let us open the box if there was Board approval and designated Trustees. A motion was made to approve the Chair and/or Treasurer's access to the box. Motion was approved. The Board discussed the purchase of Cindy Weber's retirement gift. The Town and Friends each donated \$250 and the Board discussed giving an equal amount. A motion was made to approve the expenditure of \$250. The motion was approved.

Director's Report: The Board discussed allowing patrons of the Kellogg-Hubbard library and the Johnson Public Library, both severely damaged by the floods in July 2023. A motion was made to allow the above patrons library cards to the Stowe Free Library free of charge. The motion passed. Loren is working with architect, Sam Scofield re: how the general spaces are used and the problems with each and how to fix some spaces. There is discussion about an addition at the back of the library. The Trustees would pay for the construction hopefully re: grants, donations, etc. The Board and the librarians are working on generating civic, community engagement and economic development. Planned Fall programs are based around themes like Halloween, Reformation Day, etc.

Holiday Committee: The Last 2 weeks of October Halloween and Xmas lights will go up for the Festival of Lights. The Holiday Committee, made up of members from the Trustees, the Friends and the Staff, requested a temporary waiver of the No Pets policy in order to hold a community building activity and hold a pet costume party throughout month of October. Photos will go on fb and Instagram. The last week of October people will vote on best photos of pets. The hope is that this kind of activity will attract people who don't utilize the library. Fostering community is part of the new Strategic Plan. Community members would vote on the winners for categories. Three local businesses have already donated prizes. It was brought up that some people are allergic to certain pets. There was a discussion about cutting down days of the program so the HEPA filters could clean the air of dander on a Sunday. There was also discussion that no place is ever completely "safe" from any allergens in the public sector and any service animal was allowed by federal law, regardless of race/bred/animal. Trustees decided to discuss and vote via email so the full board could discussion the program and the vote could be timely as the program promotion would need to start imminently.

Museum Pass Policy: Tabled

Technology Policy: Tabled

Annual Trustee Officers Election: Tabled

Schedule of Board meetings, FY24: Tabled

Strategic Plan Review: Tabled

New Business: Service Animal Policy- (discussed above)

Next Meeting: October 5th, 2023

Adjournment: Motion made to end meeting at 10 a.m. Motion passed.

Respectfully Submitted,
Kim Kaufman