

Castleton Free Library
Board Meeting Minutes
February 25, 2019
Approved: March 18, 2019

Present:

Board Members: Pam Arel, Joan Brown, Dick Diehl, Tom Kearns, Nancy Mark
Library Staff: Jan Jones, Library Director; Mary Kearns, Adult Librarian

Chair Tom Kearns called the meeting to order at 6:13 p.m.

Joan moved to accept the minutes of January 28; Dick seconded
All approved

Financial Report:

Jan circulated the financial statements from Family Heritage Credit Union and Edward Jones Investments.

Jan reported that she is tracking the electric costs and fuel usage in order to assess the benefit of the fuel pumps on our overall energy costs.

Joan moved to approve the financial statements; Pam seconded.
Motion carried.

Building and Grounds:

- The board discussed the request from Castleton University and the Bridge Committee for a sign to be posted on the library grounds announcing special events at the University. The sign will be provided by the University Student Association.

During the meeting the board and staff inspected a cardboard model on the Library lawn representing the dimensions of the proposed sign. Upon returning indoors, the trustees and staff considered the following issues that require clarification in order to reach a decision.

Responsibility for maintenance of the sign, including during CU summer break
Curation
Liability
Impact of potential new sidewalks

Vandalism/Safety

Visibility and alternate locations to serve that purpose

Installation procedures and responsibility

Policies and standards for content, pertinent to both the Town and the Library

The board tabled the decision. Jan will meet with the Bridge Committee in order to secure clarification on the above topics. She will report back to the board so it can make a decision at a future board meeting.

- Updates on drainage and flooding at the rear of the building and front entrance from the street

Jan reported that the Town recognizes the hardship of the flooding that is occurring from the street to the current (unpaved) sidewalk leading to the front of the building. She commended the department for its response to the problem, however there does not appear to be a simple solution at this time.

It has become necessary to place sandbags at back door of the building in order to prevent water from entering. Jan reports that the rear walkway has been sanded throughout the winter but, given the challenges of this season, it has become necessary to offer book delivery to one's car in the event they cannot gain safe entry.

In addition, Jan suggested that the black strips defining the edge of the front steps be repainted or reapplied due to fading.

- Repairs and Cleaning:

Jan reported that the recent wet and inclement weather has caused cleaning challenges as well as cracking and lifting of some tiles downstairs.

Winter foot traffic will require professional cleaning or refinishing for the upstairs floor.

Impacted tiles in the downstairs will need to be replaced.

Jan will contact local contractors for bids these projects.

- Castleton Village School Future Use Updates:

The board resolved to maintain active communication with the Superintendent.

Pam will request files from the Superintendent's office relative to the deed, land transfer and any available legal information.

- Town Meeting: Tom will attend the Castleton Town Meeting
- Librarians' Reports:

The monthly Family Nature Night has been well attended and enthusiastically received.

Monthly "Meet Your Neighbor" Brown Bag Lunches will begin on March 6 at 12:00 noon. Residents are invited to bring their lunch and hear from international students who attend Castleton University. There will be three lunches, one per month, March through May, each on the first Wednesday. These sessions will be an opportunity for community members to learn about the home country of each of these students.

On Saturday, March 9, the Library will host local author, Allen Mills, Jr. who will give a book talk and signing at 1:00 p.m.

The Friends of the Library will provide a Maple Social on Saturday, March 16.

April is National Poetry Month. The Library will host a poetry presentation in honor of the occasion.

William Edelglass will present a program, "A History of the Concept of Race," at 7:00 p.m. on May 16. The event is free and open to the public.

- Other Business:

The librarians extended their thanks to the Friends of the Library for providing the funds to reupholster the chair in the upstairs reading area.

- The board and staff expressed their gratitude and appreciation to Dick Diehl for his many years of dedicated service to the Library. Dick will be

leaving the board at the end of this current term, effective 2019 Town Meeting Day.

Thank you Dick!

The next meeting of the Trustees will be held on Monday, March 18 at 6:00 p.m.

Joan moved to adjourn; seconded by Pam.
All approved.

The meeting adjourned at 7:30 p.m.

Respectfully submitted,
Nancy Mark
Clerk