

Castleton Free Library
Special Board Meeting
August 31, 2020
Approved

Present:

Board: Chair Nancy Mark, Pat Schroeder (Pat S), Joan Brown, Pam Arel, Patrick Keller (Pat K)

Librarians: Jan Jones, Library Director and Mary Kearns, Adult Services Director

Community members: none

The meeting, via Zoom conferencing, was called to order by Chair Nancy Mark at 5:32pm.

Agenda:

1. Carry over funds: report/priority discussion

- Approximately \$50,000 available

Chimney repair

- Will need assessment and estimate for two front chimneys and back chimney (? Greg Colm-Poultney)

Exterior painting (? Tim Gilbert or Jim) ? \$4000

Repair clock

- Patrons request
- \$100 to be used to have clock evaluated.

Front door

- Will need to bid using town process noting need for \$200 for bid notices in paper.
- One estimate of \$8,500

Shutters

Bids to be done now with work expected in spring.

Motion to bid on painting the exterior and fixing the clock made by Joan and seconded by Pat K.

Motion passed.

Mary will champion this project.

Motion to bid to repair and paint exterior shutters made by Pam and seconded by Joan.

Motion passed.

Pam will champion this project.

Motion to bid to replace historical front door to improve safety and patron visibility with work reflecting the historical structure of the library made by Pat S and seconded by Pat K.

Motion passed.

Jan will champion this project.

Other needs:

Locust tree needs removed before building begins.

Motion to remove Locust tree made by Pat S and seconded by Joan.

Motion passed.

Jan will champion this project.

2. Potential gifts and additional grants available for Accessibility Project
 - Friends will be donating vegetable tags for plant identification for the garden.
 - Alma Gibbs Donchian Foundation: Nancy will be sending a request letter
 - Historical Preservation Grant- Jan will investigate for use for front door.
 - May also consider Building Communities Grant for outdoor lighting at some point.
3. Congratulations and Appreciation to Pam, Pat K and Mary for all their hard work on the yard and garden. Everything looks so nice!
4. Plan for reopening the Children's Section
 - September 1st- open to 2 adults from 2-6pm at least three days per week (i.e. M-T-F)
 - September 14th- open to one family or up to 6 people from 2-6 as above.
 - These hours will continue through October then may need changed.
 - Full time hours to begin as soon as possible.
 - Advertising opening and hours will occur as patrons have been asking about opening.
 - All precautions as previously noted will be mandated and followed.
 - Children are to be accompanied by an adult.
 - There will be staff in the Children's Room.
5. Hiring substitutes for the Library

Motion to allow Library Director and/or Adult Services Director to hire substitutes for the Library as needed for coverage during 2020 made by Joan and seconded by Pat S.

Motion passed.
6. Other business

Grant progress going well and nearing completion.

Library should purchase infrared thermometers for Covid precautions/temperature screenings.

Internet boosters will be approximately \$100 for equipment per Mary.

Motion to adjourn the meeting made by Pat S and seconded by Pat K.

Motion passed.

Meeting adjourned by Chair Nancy at 6:57pm.

Next meeting is September 24th at 5:30pm.

Respectfully submitted,

Patricia A. Schroeder

Clerk