

Bancroft Public Library
Board of Trustees – Minutes of the May 5, 2020 Teleconference Meeting

Present were Ed Donoghue, Rebecca Brown, Alesa Wilson, Rachael Armstrong, Kim Erbe, and Director Susan Getty, who arranged and recorded the meeting. Also present was SALS Director Sara Dallas.

Alesa Wilson made a motion, Kim Erbe seconded, to approve the April 7, 2020 regular meeting minutes as presented. On roll call vote, Ed Donoghue, Kim Erbe, Rebecca Brown, Alesa Wilson, and Rachael Armstrong voted in favor, and the motion was carried.

Public Comment: None.

Correspondence: None.

Finance Officer's Report: On motion by Rachael Armstrong, second by Alesa Wilson, Vouchers from the Library Fund Nos. 32 through 35 and totaling \$3512.45 were audited and ordered paid. Unanimously in favor on roll call vote were Ed Donoghue, Kim Erbe, Rebecca Brown, Alesa Wilson, and Rachael Armstrong, and the motion was carried.

Library Director's Report: See attached.

Committee reports: None due.

Old Business: There is nothing to report on the Provisional Charter registration.

Regarding the status of the State Aid for Library Construction Grant efficiency projects, the Library's replacement AC and relocation of the air handler to the basement is nearly complete.

There is no word yet on the 2020 State Aid for Library Construction Grant submitted last September.

Regarding the 2020 Challenge Grant for the lighting retrofit, the new light panels have been installed.

There is no word yet on the Zoll Automated External Defibrillator (AED).

Regarding future snow removal, Ed Miller, the current crossing guard, has indicated he would be willing to do it.

New Business: Library Director Susan Getty has given the Board advance notice of her impending resignation in order to pursue a position in her chosen field. In anticipation of that time, Alesa Wilson made a motion, Rachael Armstrong seconded to approve the job description recently circulated with the addition of wording for physical requirements. Kim Erbe made a motion, Alesa Wilson seconded, to form a search committee composed of two Board members and two members of the public. Discussion was had concerning how the search should be conducted, and it was agreed that all submissions will be confidentially circulated to the full Board in advance of the committee's review. After review, the committee will refer appropriate candidates to the Board for interviews and final selection. Rachael Armstrong made a motion, Kim Erbe seconded, to appoint Rebecca Brown and Rachael Armstrong to the committee, Rebecca Brown as chair, and Wendy Hunter and Peg Culver from the public. On roll call vote, Ed Donoghue, Kim Erbe, Rebecca Brown, Alesa Wilson, and Rachael Armstrong voted in favor, and all three related motions were carried. It was suggested that a dedicated email be created for this process.

Other Business: The next meeting was set for Tuesday, June 2, 2020 at 6:30 PM, and the meeting adjourned.