

# Minutes of Quechee Library Trustees' Meeting

## Jan. 11, 2021

Attending: Tommy Bauch (President), Brian Chaboyer (secretary), Bill Eastwood (Trustee) Dave Izzo (Treasurer), Katie McCarthy (Trustee), Kate Schaal (Library Director), Jim Schmidt (Trustee), Merrilyn Tatarczuch-Koff .

In accordance with the temporary amendments to the Open Meeting Law, the Meeting was held virtually, using Zoom. Public were provided access to the meeting either electronically, or by telephone.

Dave provided an overview of the written treasurer's report. Overall our year to date expenses and income are in good shape. The new courier service for the interlibrary loans is more expensive. Building cleaning costs are higher than budgeted (due to COVID-19), while salaries and electrical charges are below budget. We generated more power than we used in some of the summer months, leading to the lower electrical costs. The appeal has gone well, with many generous donations. Our proposed flat budget for the next fiscal year was approved by the town selectboard with little discussion. Salaries and collection account for 80% of the budget. **The report was accepted.**

Kate Schaal presented her written report. **The report was accepted**, with a discussion of a number of issues:

1. For now, we will continue to have in person appointments, but this could change as the COVID-19 case counts rise in Windsor County. We are looking into opening the Wilder Library for in person appointments a few hours a week. The curbside pickup service continues to be very popular at both libraries, and the staff remain very busy dealing with interlibrary loans, curbside pickup orders and managing appointments.
2. Circulation remained steady in December compared to last year.
3. We will join with the Howe, Norwich and Hartford libraries in hosting a virtual paper airplane workshop during February vacation.

Old Business: The two bikes have disappeared from the bike rack. Neither Tommy nor Brian removed them, but it is nice that they are gone.

New Business: We should introduce ourselves to the new town manager, who should be starting in February.

Next meeting is scheduled for Monday, Feb. 8 at 5pm.

Meeting adjourned at 5:30 pm.