

## Minutes of Quechee Library Trustees' Meeting Feb. 8, 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 (Vice-president), Robert Hamlin

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.

Minutes of the Jan. 11, 2021 meeting were approved.

Dave provided an overview of the written treasurer's report. Overall our year to date expenses and income are in good shape. We have adequate funds in the checking account to cover our expenses until at least March, when we expect to receive the next funding installment from the town. A review of our insurance policy has found that we have adequate coverage. A review of our investment account by Wells Fargo reported a 1 year performance of 4.79%, which is consistent with our objective, and reflects the fact that 80% of our investments are in fixed income assets. **The report was accepted.**

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

1. January was a quiet month at the library, as the building was closed to the public for the first half of the month (due to rising COVID-19 numbers in Windsor County) and was open by appointment only (mainly at Quechee) for the rest of the month. The curbside pickup service continued to be very popular for the entire month. As a result, our circulation numbers were down 23% compared to last January.
2. COVID-19 numbers appear to have stabilized, and we are no longer requiring appointments. The hours at Wilder are somewhat reduced, and are likely to remain that way for a while. The Wilder library hours are found on a few different places on our web site, and are not consistent with each other. Kate and Dave will work to update the website to ensure that it provides accurate hours for both Wilder and Quechee libraries. We could also post the hours at the end of the announcements we make to the Hartford listserv.
3. Kate is working on the annual report to the state library, which is challenging as some of our programming models (such as hybrid in person and remote discussions) do not fit into the standard categories. In general, the state library appears to be encouraging remote, and/or self-paced (passive) programming models.
4. We may be able to run our AC units in the summer, and we should have them serviced. Tommy will follow up with ARC.

5. Many thanks to Tommy for keeping the propane tank accessible and to Dave for chopping ice and keeping the drain clear.

Old Business: There are still a few cars (usually with out of state plates) which are parking overnight in our lot. We should investigate options for towing such vehicles, or at least putting notes/stickers on the vehicle letting them know they are violating our parking policy.

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

Meeting adjourned at 5:41 pm.

DRAFT