

Minutes of Quechee Library Trustees' Meeting

Sept. 13, 2021

Attending: Tommy Bauch (President), Dave Izzo (Treasurer), Katie McCarthy (Trustee), Kate Schaal (Library Director), Jim Schmidt (Trustee), Merrilyn Tatarczuch-Koff (Vice-president), Robert Hamlin

Dave provided an overview of the written treasurer's report. We currently have a surplus of cash in the checking account and Dave recommended that \$30K be moved into the investment account. Kate suggested that we defer this decision until after the heat pump conversation. We should discuss with the town manager the implications of a flat budget.

The report was accepted.

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

1. The current heat pumps only work as air conditioners. Upgraded units would be able to heat and to cool, and would be more efficient than our propane boiler for heating purposes. However, the cost of upgrading the heat pumps is significant. Brian has suggested that we defer this upgrade until the current units are a few years older, and so in need of replacement. Kate noted that the town has hired a new employee for 'green' initiatives.
2. There was a network outage which was trace to failure of our UPS. The UPS could not be reset, so Dave replaced it with a power strip. Dave spoke with Josh Muse, who has lots of UPSs that have failed, and recommended going with a high quality power strip with surge protection. A new power strip has been ordered and will arrive shortly.
3. The Kanopy request (for our use of the funds from the American Recovery Act, through a grant from the state library) was rejected. We have put in request for new chairs, HEPA filters, check out units, etc. but have not received official word of approval.
4. It has been suggested that the checkout receipt given to patrons could include some text showing the benefits of using the library. Dave suggested that we could send out annual emails to patrons, tell them how many books they have checked out, and how much money they saved by not buying these books.

New Business:

We should discuss with the new town employee for 'green' initiatives our desire to upgrade our heat pumps. After this discussion, we can make a decision on upgrading them now, or waiting a few years.

We now have 2 employees who are working less than 20 hours/week, so do not get vacation time, or personal time. Personal time was put in place to deal with snow days. Kate thought

it would be appropriate for part time employees to be given some personal time so they do not have to travel in inclement weather. Dave pointed out that 20 hours/week is a state guideline. Kate pointed out that is true for sick days, but not for personnel time. Merrillyn and Tommy will review the current policy and this will be discussed at our next meeting.

Old Business:

None.

Next meeting: October 11 at 5pm.

Meeting adjourned.