

Minutes of Quechee Library Annual Trustees' Meeting

Aug 8, 2022

Attending: Tommy Bauch (President), Brian Chaboyer (secretary), Dave Izzo (Treasurer), Debbie Marcus(Trustee), Kate Schaal (Library Director), Jim Schmidt (Trustee)

Minutes of the July 13 and July 28 meetings were approved.

Public Comments: None.

Treasurer's Report: Dave provided an overview of his written report. July was a fairly slow month financially. We've received a few donations, including a nice memorial donation at the end of the month, which will show upon the books next month. We have purchased some equipment for the library, including nice new carts and sandwich boards which are working out well. Our bank accounts are in good shape. The first installment of our town appropriation should arrive next month. The investment account is in good shape – for the first time in several months the value of the accounts went up (in addition to the usual \$300 dividend). Payroll line appears to be a bit high this month, but that is just because there were 3 pay periods in July.

The report was accepted.

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

1. The circulation stats continue to show a decline compared to last year. People's habits seem to still be changed by the pandemic.
2. Our website should soon be much more robust as it will be upgraded to Aspen.
3. The well received Ukraine series will conclude tomorrow. Natalia's May's involvement will add personal note to the series.
4. John has called in sick and will be out for at least this week, and likely longer. Marieke is on vacation next week, so we will likely need to cut our hours back.
5. The Sustainable Library Initiative' going well. Debbie has volunteered to work on this effort.
6. The outdoor patio is looking great. We are moving forward with using ARPA funds to buy a table for the space.
7. Mark Bradley of the Bugbee Center is interested in a trustee position and will be meeting with Dave and Tommy Thursday Aug. 18 at 5pm at the library.

Old Business: None.

New Business: Brian discussed the quotes that have been received for upgrading the heating

and cooling system. This involves the installation of new heat pumps (which will both provide heat and air conditioning, replacing our current air conditioning only heat pumps) and a new

propane boiler. It has been difficult to get companies to give us quotes, and Rick Stamm has done a tremendous service to the library, diligently reaching out to various vendors and meeting with them to obtain quotes. We now have two quotes for the new heat pumps, and two quotes for the new boiler. Another vendor visited on Friday and we anticipate that they will send us a quote in a week for both the new boiler and heat pumps. Based upon cost, and specifications/reviews of the equipment specified by each vendor, Rick and Brian have determined a preferred vendor. When the new quote arrives, it will be evaluated in a similar manner. Dave noted that we currently have significant funds in our capital improvement account, which will be able to cover the cost of upgrading our heating and cooling system.

Motion: The trustees authorize Brian and Debbie to select a vendor to upgrade the heating system, with an approximate total cost of \$40,000. The motion passed unanimously.

Next Regular Meeting: Sept. 12 at 5pm. Meeting adjourned at 5:44pm