

# Minutes of Quechee Library Trustees' Meeting

## Dec. 18, 2023

Attending: Tommy Bauch (President), Mark Bradley (Trustee), Brian Chaboyer (secretary), Bill Eastwood (Trustee), Dave Izzo (Treasurer), Debbie Marcus (Trustee), Kate Schaa (Library Director), Jim Schmidt (Trustee), Michaela Lavelle (Assistant Librarian) Robert Hamlin

Public Comments: Michaela introduced herself to the trustees. Robert noted that it would be nice if there was a coat hook in the downstairs bathroom.

Treasurer's Report: Dave provided an overview of his written report. The last electrical bill was high, as there was little sun to generate electricity from our solar panels, and we were exclusively using the heat pumps to heat the building. Donations have started to arrive from our annual appeal. We will receive a state grant of \$16,000 for Quechee, and for Wilder to cover the cost of our fiber internet connection. We have 10 years to spend these funds, but they must be tracked. There was a general agreement that they should be kept in a discrete account, including CDs, for best tracking and for earning interest until expending.

The report was unanimously accepted (moved by Debbie, seconded by Bill).

Library Director's Report: Kate Schaal presented her written report. The report was unanimously accepted (moved by Debbie, seconded by Bill), with a discussion of a number of issues:

1. It has been a good month, with quite a bit of activity at the library. This included a well attended and received talk by James Sturm on his new graphic novel *Watership Down*, the *Friends* annual holiday ornament-making workshop and numerous active book club discussions. Thanks to Mark for distributing many ornaments at the Bugbee Senior Center.
2. Overall circulation is down somewhat, though use of our digital New York Times subscription is strong.
3. There has been no negative feedback to our budget request from the select board.
4. With our transition to EC Fiber, the phone in the lift no longer works. Although this is not required for all lifts, since we previously had a working phone in the lift, this issue was flagged by the inspector and we have 90 days to get the phone working in the lift. Kate and Dave will follow up with EC Fiber.

Old Business: None.

New Business: Michaela Lavelle has requested up to \$10,000 to pay 50% of her tuition fees for an online MLS degree from LSU. Payments will be paid at the start of each of the 3 semesters of the program, with payments after the first contingent upon documentation of

successful completion of the previous semester's academic and library work. Michaela agrees to remain employed at the Quechee Library for at least 1 year following completion of the MLS

degree. Full wording of the agreement appears on the following page. The Board approved this support of professional development of staff.

The request was unanimously accepted (moved by Tommy, seconded by Debbie).  
Next Regular Meeting: Jan. 8 at 5pm.

Meeting adjourned at 5:32 pm EDT

The Board of Trustees of the Quechee Library Association (the Board) is pleased to offer financial support to Michaela Lavelle in her pursuit of an online Master of Library and Information Science degree from Louisiana State University. This support, in the total amount of \$10,000, will be paid in equal installments at the start of each of the three semesters of the program, beginning in January 2024. After the first payment, this financial aid will be contingent on documentation of successful completion of the preceding semester's

work as well as continued satisfactory performance of her duties as an employee of the Quechee Library. In return for this financial support, Michaela agrees to remain employed at Quechee Library at the Board's discretion for at least a full year following successful completion of her MLIS degree.