Brandon Free Public Library  
4 Franklin Street  
Brandon, VT 05733  

AGENDA  

July 20th, 2022  
Time: 4:30pm  

Location:  
Brandon Free Public Library  
4 Franklin Street  
Brandon, VT 05733  
**And remotely: email molly@brandonpubliclibrary.org for link to remote meeting**  

I. Call to Order  
(Agenda will be adjusted to accommodate discussion with guests)  
II. Welcome visitors/Public Comments  
III. Approval & Review of the Minutes  
IV. Approval of Reports  
   a. Librarian  
   b. Treasurer/Finance Committee  
   c. Building & Maintenance  
   I. Apartments  
V. Friends Update  
VI. New Business  
   a. Safety Threat  
   b. Board Recruitment  
VII. Old Business  
   a. Action Items (Minutes)  
VIII. Comments and Announcements  
IX. Executive Session, as needed  
X. Adjourn  

Next meeting date: August 17th, 2022
Brandon Free Public Library  
4 Franklin Street  
Brandon, VT. 05733  
Board of Directors Meeting Minutes  
June 15, 2022. 4:30 pm

**Board/Staff Present:** David Roberts, Cristy Harding, Christine Fries, Bruce Ness, Carol Fjeld, Stacey Ducette, Beate Jensen, Molly Kennedy  
**Guests:** Bobbi Torstensen  
**Call to Order:** 4:33 pm  
**Secretary’s Report:** Carol moved to approve the minutes, seconded by Beate. Passed unanimously.  
**Librarian’s Report**  
The door count has doubled this month over last month.  
Congratulations to Joni who received her Public Librarian Certificate after two years of work.  
**Building/Maintenance Report:**  
- **Apartments:** The painting will start Monday. He will look at painting the two windows and the door on the porch and give a quote.  
- **Renovation:** No report at this time.  
**Friends ’Update:** Started book sale 4/22/22. Intend to be open until the middle of October. Have gotten quite a few new volunteers. Averaging $113 for each open day. Gave check today for the second half of the pledge.  
**New Business:**  
None  
**Old Business:**  
- **Action Items:**  
  Staff is all set for now.  
  Naylor and Breen Construction Manager contract has not been signed as the contract is being developed  
  Painting work moving forward  
  Volunteer list is set but not printed as not needed  
**Comments and Announcements:** None  

**Executive Session:** Motion to move into Executive session at 4:45 pm and invite Molly by Stacey, seconded by Christy. Passed. Moved out of executive session at 5:18 pm.  

Motion to approve amended Demont contract by Beate, seconded by Christy. Passed unanimously.  
**Adjourn:** Motion to adjourn by Christy, second by Bruce at 5:21 pm. Passed.

Respectfully submitted,  

Carol Fjeld  
Recording Secretary
Librarian's Report  
June 2022

Circulation:  
**Adult:** 1226  
**Juvenile:** 989  
**Young Adult:** 105  
**Computer:** 49  
**WIFI:** 600  
**E-lending:** 344  
**General:** 39  
**Catalog visits:** 965

Interlibrary Loan  
**BFPL Borrowed:** 25  
**BFPL Loaned:** 45

Meeting Room:  
**Door Count:** 3356

Programming:  
Meditation weekly: 2  
Teen Advisory monthly – 11  
Grief Support Group monthly - 0  
Book Discussion monthly – 5  
Pins & Needles weekly - 17  
Weekly Story Time - 44

General:  
-Weekly meetings with different renovation and fundraising teams, including Demont Assoc., VIA, Isaac Wagner, mechanical/electrical engineers, BFPL committees  
-Monthly meetings with State Dept. of Libraries and Directors of Large VT Libraries and BFPL Finance Committee  
-CT Oliver’s weekly story time has been a huge success

Next steps:  
Hire for Jenny’s position – her last day is August 3rd

In April:  
**New accounts:** 23  
**Home deliveries:** 4

Upcoming:  
- Summer Reading Program begins July 1  
- CT Oliver researching/applying for an ALA arts grant  
- Carnival trivia July 30 (partnership w/Rec Dept.)  
- Molly out 8/9-8/12  
- 7/29 Awareness Event (Campaign)