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**Kimball Library Trustees Meeting**  
**Thursday, May 20, 2021**  
**5:30 pm**

Board members present: Tamara Morgan, Katya Evans, Robin Goodall, Sally Penrod, Libbie Pattison

Staff present: Amy Grasmick

Meeting was called to order at 5:32 p.m.

1. Public comment - no public present
2. Approve the minutes and approve / ratify the AP warrants - Robin moved to accept, Sally seconded. Unanimously approved.
3. Director's report
  - a. Discussion/feedback on the awning and the need for a handle on the door on both sides and some heat protection. Amy will reach out to Otter Creek to fix the issue.
  - b. Lauren Stara, library space planner, will be here for a preliminary walk-through and conversation with staff on 6/16.
  - c. Amy announced two successful grant applications to support youth programming. ARPA Summer Matters grant (applied for with Heidi Arias) for summer programming to extend Randolph Rec summer camp and drop in hours. Friends of the Library donated \$1,400 that Courtney has used to purchase summer reading books.
  - d. Amy and Hiedi to hold Libraries Transforming Communities conversation to understand how high schoolers would use the library.
  - e. Upcoming Humanities Counsel series on all-ages children's books.
  - f. Mikaela has started meeting potential partners and is developing program ideas.
  - g. Amy proposed a discussion of diversity and equity as an agenda item for August board and staff retreat. The board unanimously agreed to add it. Amy and Katya will work on the board agenda together.
  - h. Amy will be taking some time June 8-20.

The public is invited to the meeting and encouraged to attend!  
You can join remotely at <https://zoom.us/j/94843373353>.

4. Treasurer's report

- a. Bequest investment discussion
- b. Robin moved that the Sherrill's bequest be invested in a separate Vanguard account to invest it to be maintained at our usual 60/40 equity to bond ratio. Libbie seconded. The motion passed unanimously.
- c. Robin motioned to approve the treasurer's report, Sally seconded. The motion passed unanimously.

5. Old business

- a. Staffing/Retirement -- Lynn's last day is June 5. Discussion of send off. Mikaela and Kate are working on a raised bed garden. Devon Hannan will be coming on as a part-time staff member to support summer programming. Kelly Burke is retiring as school librarian at Lebanon and is coming on as a substitute. Hopefully Lynn can stay on as a substitute.
- b. Covid reopening plans -- The staff is proposing a July 1 reopening. People need to wear masks regardless of vaccine status. No capacity limits. Asking people to limit their visits to 30 minutes. Planning to have limited days open at first.
- c. The staff is requesting that the trustees close the library on July 5. Tamara motioned to approve, Sally seconded. The motion passed unanimously.

6. New business

- a. Policy Review
  - i. First read of Policies 1. Mission Statement, 2. Sustainability Policy
  - ii. There were no proposed changes to the mission statement or sustainability policy. The two items will be voted on at the next board meeting.
- b. Director's Evaluation
  - i. Katya requested that board members come to the next meeting ready to discuss the evaluation form.

7. Call for the next meeting

- a. Next selectboard meeting -- the selectboard is going to start assigning times for community organizations to come give updates. Sally will go to the June meeting.
- b. Next meeting: June 24 at 5:30 p.m.

8. Adjourned at 6:50 p.m.

- a. Sally moved to adjourn, Robin seconded. The motion passed unanimously.

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