

Wilton Public and Gregg Free Library
Trustee Board Meeting Minutes
October 16, 2020

At 8:02 a.m. Ron Brown conducted a roll call of the trustees as they met electronically. Attending were Library Director Pat Fickett and trustees Nikki Andrews, Ron Brown, Felice Fullam, Alison Meltzer (left at 9:50), Molly Shanklin, Lynne Stone, Mary Ellen Brookes, and alternate trustee Peter Howd.

Land Use Administrator Michele Decoteau attended in order to speak about stormwater management. We are to formulate a Stormwater Pollution Prevention Plan which will be a living document with training, a list of operations, and a maintenance plan. There will be quarterly inspections.

Molly explained the extent of our 2016 drainage project. Alison mentioned the accessibility plan. As Norm Shanklin was involved with the drainage project, Molly will ask him to contribute his knowledge. Peter has volunteered to be the contact person and the monitor. Michele hopes to have a draft in the next few weeks.

Michele will present a community program when library public programs return. In the meantime, our website is available. Miss Boo Youth Services Librarian is already offering stormwater STEM programming.

Minutes of August 21 meeting- (Molly, Nikki) approved.

Treasurer's report - (Ron, Nikki) approved

Moved by Molly and seconded by Ron: **that we accept the gifts of \$4,810.00 (\$4,610.00 restricted and \$200.00 unrestricted). The motion passed.**

Budget planning and discussion - (Felice, Ron) approved

Molly presented a level-funded budget for 2021. Gail Agans will again be our contact on the Budget Committee. The town is implementing a new lower-cost health insurance program. At this time, the price of oil is less than it was last year. While these points are helpful, they are offset by some extra expenses due to the coronavirus such as increased cleaning time.

Michele Decoteau had earlier mentioned that the stormwater management costs must be included in the budget. We also discussed the expenses that may occur with further re-opening in uncertain times.

Director's report - (Nikki, Ron) approved

Legal representation

Ron has spoken with attorney Alec Buchanan. Ron will send him information on the library including a copy of the original deed, a copy of our policies manual, and contact information. Attorney Buchanan will not require a retainer.

Old business

1. Alison has reached out to Wenda to see if plaster repair work using the Mooseplate Grant money can begin in December.
2. Alison will take delivery of some of the repaired chairs this weekend. More chairs will be repaired. All chairs have been funded.
3. Alison will send a thank-you note to Matthew Labreque for his Little Free Library and will guide him for official registration on littlefreelibrary.org.
4. Work on the memorials continues. We need a picture of David LaPonsie.

New business

1. Stan Young will donate his paperwork from his time on the board in order to augment our historical documents. Ron will review the papers.
2. We will allow a one-time filming of a musician during our closed hours as long as our cleaning protocols are followed. Moved by Lynne and seconded by Ron: **that such events will be considered and allowed by the board on a case-by-case basis.** The motion passed.
3. Deb Cheney has been a valued staff member for twelve years. Pat will celebrate her tenth anniversary with us in January.

Trustees and volunteers will have a yard cleanup day on Wednesday, October 28 from 10:00 a.m. to 1:00 p.m. with a rain date of Friday, October 30.

The meeting ended at 10:15 a.m. (Molly, Lynne)

The next meeting of the trustees will be at **8:00 a.m. on Friday, November 20.**

Mary Ellen Brookes 10/16//20