

Minutes of the Board of Trustees
Leach Public Library
Wednesday, December 7, 2022

Trustees in Attendance: Gretchen Bittner, Phyllis Mosher, Judith Jackson, John Miller, Cheryl Hogan, Kate Ives, Teresa Piette

Absent: Brian Arant

Staff in attendance: Trisha Ingalls, Colette Houle

1. Phyllis Mosher called the meeting to order at 6:58pm
2. Public Comment Period: No public Comments
3. Updates by Coe & Coe Architects
Meeting was attended by Coe & Coe Architects.
Discussion: The Board reviewed the updated schematics for the proposed addition to the library. Updated plans include moving the furnace into a new, designated furnace room, and creating a fireproof vault for storage of delicate historical documents; these changes will allow the rest of the lower level to be open and available for use as meeting space, classroom space etc. The revised plan also includes adding an accessible restroom to the main floor elevator lobby.
It is time to start contacting contractors to get an estimate of costs so fundraising efforts can be planned and initiated.
4. Minutes of the November meeting
Gretchen motioned to accept the November meeting minutes, the motion was seconded by Judith, the Board voted unanimously in favor.
5. Finance Report
 - a) The proposed 2023 budget has been discussed with the selectboard, there will be a slight increase in hours for staff to make time for IVS students to visit the library regularly during the school day and coordinate efforts to build the new elevator addition.
6. Director's Report
The CLIF event at IVS was successful. Irasburg Village School visits officially begin the week of December 11 for all grades. The new Spanish Language books have arrived and Trisha will work on making the public aware of their availability. The chimney has had its annual cleaning and inspection.
7. Chair Elect Position
The Board thanks Phyllis for acting as interim Chair. Judith nominated John Miller to take the position of Chair permanently, John accepted the nomination. The Board unanimously voted in favor.
8. Preparation for December 8 site visit
Everything has been organized and is in place for the meeting. The goal of the meeting is to learn of funding opportunities for the new addition.
9. Events
 - a) The Gingerbread open house will be Saturday December 10 from 10-3.
 - b) Book Talks- to be discussed at the January meeting
 - c) Book Club- to be discussed at the January meeting

10. **Holiday Giving Ideas**
Trisha has created a wish list of books that people can access and give to the library. Teresa suggests another option would be a small tree with tags attached with titles or dollar amounts that people can choose.
11. **Other Business**
The Board discussed potential future guest speakers and the possibility of creating a mission statement for the library.
12. The meeting was adjourned at 8:39pm on a motion from John.