**R.K. Kittay Library**

**Trustee Meeting Minutes**

**February 15, 2021**

**7pm**

**Members Present:** Judy Zinn, Sarah Porter,Arlene Horn, Carey Braidt, Erica Shott, Jean Nardi, and Director Casey Czahor   
**Members Not Present:** Peter Casenhiser **Call to order at 7:01 pm by Judy Zinn**

**Approve November Minutes** – Motioned by Sarah, Arlene 2nd. No discussion. Motion carried

**Financial Report by Jean Nardi**

* CD rolled over. Did not speak with Jane in time to catch the first one.
* Only lose interest, so when the March one comes, we can take out both and would only lose 1 or 2 months of interest.
* No questions on the treasurer’s report

**Approve Financial Report –** Motioned by Arlene, Carey 2nd. No discussion. Motion carried.

**Directors Report -**

* **Grants –** Pilcrow – check and booklist have been submitted. March-April. Summer Reading Grant opens April 16th. Who chooses the performers? Outdoor performers. Town Green can be used if needed? Sit down for a meeting to decide on programs. Casey will research some ideas to present.
* **Easter –** COVID popped up in Rupert so let’s not plan anything. Just wish everyone a Happy Easter in the newsletter.
* **Library Tshirts –** do we want to try to get some made from the library and then sell them? Maybe for Harvest Festival. Casey will work on some designs to present.
* **Carey suggested –** Rosalind Kittay day at the library (add to the list)
* **Virtual Artist –** March and April it will be Gwen Hunt
* **If Casey’s exposed to COVID –** would a volunteer sub? Shut down? Curbside? Fill in on Saturday and Sunday? We will close while Casey quarantines.
* **RGB not VOL for audio books –** the service Casey is looking into for the library.

**Old Business:**

**Consent Forms:**

* All in on time! Peter, Erica, Sarah, Carey

**CDs and Endowment:**

* Endowment policies. Set up finance committee (director, treasurer, 2 board members). Finalize the policy for next meeting – Erica and Peter will be 2 board members. Work on policy, meet and compare information from 3 investing firms. Vermont Community Foundation, Peter, Erica, and Jean also have suggestions.

**New Business:**

**Heat problem at the library – Baker’s took care of it!**

**Other Business:**

* Thank you notes went out.
* Syrup went to a few people as holiday gifts.

**Adjourn** 7:00pm Motioned by Sarah/Arlene 2nd. Motion carried.

The next meeting will be on March 15th

Submitted by Erica Shott