

*Agency of Administration*

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| **State of Vermont** |  | |
| **Department of Libraries**  60 Washington Street |  |  |
| Barre, VT 05641 |  |  |

# VERMONT BOARD OF LIBRARIES

**DRAFT MINUTES OF MEETING**

**DRAFT**

**May 19th, 2020**

**2:00 p.m. – 4:00 p.m.**

**Meeting conducted Virtually via Microsoft Teams**

**In Attendance:** Bruce Post, Deborah Granquist, Tom Frank, Maxie Ewins, Linda Saarnijoki, Jason Broughton

**Others present:** Cherie Yaeger (Executive Assistant to the State Librarian), Lauren Wallace (VTLIB), Rebekah Irwin, Janette Shaffer (Assistant State Librarian for Library Advancement), Thomas McMurdo (Assistant State Librarian for Information and Access)

**Call to Order:** Chair Bruce Post called the meeting to order at 2:05 p.m.

**Approval of Minutes:**

Draft minutes of the January 14, 2020 meeting were distributed to board members for review before the board meeting. Changes were proposed to draft minutes.

Linda Saarinjoki made a motion to approve the January 14, 2020 minutes. Tom Frank seconded. All members approved unanimously in favor to adopt the minutes of January 14, 2020.

Meeting started at 12:05

Minutes passed unanimously with changes from board.  Bruce asked for motion to approve, Linda so moves, Tom 2nd. Minutes passed unanimously with changes.

(Bruce will send minutes, with his changes to board to view).

Geographic Naming: Update from Lauren. Cow Pond passed USBGN on May

Paige Brook: Board requested a letter be sent to the Town to give them a timeline of getting new info by October 2020, or they will have to resubmit if they don't meet the October 20th date.

Peter Bergstrom naming requests - will be heard at July meeting.

(remainder of notes kept in writing).

Tom Frank move to adjourn meeting, Deb 2nd. Meeting adjourned at 4:01.

Jason asked about a request from the Essex House on a name in the Town that was incorrect.  Lauren is working with NHD and USBGN.  Lauren is learning how to use a USBGN program to correct names on maps. Lauren made a note that

Deb asked that documents created by VTLIB have a date and name of who created or updated the form.

Update from State Librarian: Introduction by Janette and update from Library Advancement.

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| **Time** | **Agenda Item** | **Topic** | **Personnel** |
| 2:00 | Call to Order, Introductions,  Review Meeting Minutes |  | Bruce Post, *Chair* |
| 2:05 | Public to be heard  (Items not on the agenda) |  | Bruce Post, *Chair* |
| 2:10 | Geographic Naming | * Updates on Geographic Naming * Website, Geographic Naming protocols, and procedure discussion | Cherie Yeager, *Executive Secretary to the State Librarian*  &  Lauren Wallace, *Technical Services Librarian* |
| 2:45 | Department of Libraries, State Librarian & Commissioner of Libraries | Projects, Plans,  Updates, Announcements | Jason Broughton, *State Librarian* |
| 3:15 | COVID-19 & Vermont Libraries | Vermont Libraries | Bruce Post, *Chair*  Jason Broughton, *State Librarian* |
| 4:00 | Meeting Adjournment |  | Bruce Post, *Chair* |

Board members: Bruce Post (Board Chair), Deborah Granquist (Vice Chair), Jason Broughton (Secretary).

Maxie Ewins, Tom Frank, Linda Saarnijoki

Past members: Josh Fitzhugh, Rebekah Irwin