

**Lydia Taft Pratt Library
Trustees Meeting
April 28, 2016**

DRAFT

Present: David Patriquin, Lori Miller, Sue Kern, Karen LaRue, Barbara Clark, Torrey Luker and visiting guest, Pam McFadden

Meeting called to order at 4pm.

Sue motioned to accept the minutes from previous meeting. Lori seconded the motion and the minutes were accepted.

Silent Auction:

Pam McFadden visited the Library Trustee meeting as she is helping the library by organizing the items for the Silent Auction. Pam is unable to attend the event but will be at the library the Thursday beforehand, at 2pm, to help set up the Silent Auction items. As Silent Auction items are received, photos of the items can be posted on the library Facebook page to show people some of the items that can be won. Pam can send photos to Torrey as items are received.

Librarian's Report:

Karen attended the Library World Workshop last week up in Berlin. The workshop was helpful and Karen was able to visit the Montpelier library to learn about a new program called "Story Walk." The program takes a story book, removes the pages, posts the laminated pages on posts, and people walk to each page to complete the story and enjoy a walk. "Story Walk" is copyrighted but can be freely used as long as the library gives the inventor credit on one of the laminated pages. The group discussed creating a "Story Walk" outside the Lydia Taft Pratt library and possibly for the Geranium Festival, although there is not much time to get all the supplies and work done. The cost is roughly \$250 per book/walk and the story books are around 32 pages. Karen is thinking of also doing the "Story Walk" at the Townsend library and was going to talk to the Newfane library about the program also. If all three libraries create a storybook walk, there would be a collection to rotate between the libraries. David will look into velcro and posts. Karen is unsure if a librarian's discount might help bring down the cost of the books and the laminating. Torrey brought up the idea of talking to the Dummerston School about the possibility of posting the "Story Walk" in the school field for one weekend or to help advertise the summer reading program.

Karen announced that the Lydia Taft Pratt Library was awarded the \$100 performer grant from the Department of Libraries.

Treasurer's Report:

Warrant presented and signed.

The donations line has now been separated out into different lines, including a memorial line for Janet Avery. This new break down makes the report even more clear.

Old Business:

Document review: Review of the bylaws has been deferred to the next meeting to allow everyone to review the current bylaws. Suggestions for changes will be made at the next meeting. Lori will typing up an electronic version and send it to the Trustee group to review.

Geranium/Book Sale: Barbara has successfully lined up volunteers for all facets of the day. David will order the geraniums from Walker Farm and Barbara's grandson and his friend will pick up the flowers and set up the tarps for the flower tent. Both volunteers will also help pack up the books at the end of the event day. Pam and Laurie will set up the Silent Auction and there are extra people lined up to stay with the auction items. Barbara will be free that day to check in to help as needed. Books will be moved upstairs on Friday with the help of Sam, Sue and her husband. Carol Haney said yes to the use of her office and will be giving volunteers a key. Jean Momaney is also willing to come in to help. Laurie Frechette and Carol Haney will take care of coffee and donuts for sale. Along with selling burgers and hotdogs, there will be potato salad, pies, and sauerkraut. Jean Momaney will provide coffee and donuts for volunteers in the basement.

Advertising:

Dave will be bringing in two poster stands. Muriel has one stand and Torrey has another. Poster advertising should begin a week and half before the event.

Barbara is still searching for clear plastic bags to cover the poster boards, in case of rain. Karen suggested clear winterizing plastic, which Barbara will investigate further. Karen will create the posters once she has the wording from the Trustees.

Posters will be set up at both entrances from route 30, one at top of the library driveway and one in East Dummerston where route 5 and School House Road meet.

There was also discussion of a sign used in the Town Common to advertise events.

Barb will ask Pam if we can use that sign to advertise the Geranium Festival.

Sue will put out a press release starting about 2 weeks before the event. Sue will also contact The Commons and The Reformer about the cost of posting an advertisement on the front page of the paper.

Karen asked if the library would like discard books from the Townsend library and the Trustees agreed to take more books for the book sale.

Janet Avery recognition: The trustees have decided to dedicate the children's area of the library to Janet Avery. David will be visiting Newton Business to look into a brass

plaque that will read "Children's Corner in memory of Janet Avery" and the plaque will roughly be 4"x8".

New Business:

Phone bill: Karen received a phone bill and, in investigating the strange charge, she learned that the library was signed up with Sprint for long distance back in 1999. During Karen's communications with phone companies, Karen learned that Fairpoint was offering a great three-year promotion that would give the library long distance and bring down the monthly phone bill. The Trustees approved the change to Fairpoint and Karen will move forward with the switch.

Lease: The new lease for the library space and the basement storage space was received by Lori. The lease and cost is the same. The Trustees approved the new lease. Lori will sign the lease and return it while retaining a photocopy of the lease.

Thank you notes: Dave will be sending thank you letters to acknowledge the people who have recently donated to the library and the memory of Janet Avery.

Milage: Karen traveled to Waterbury on library business and the Trustees had agreed to reimburse for milage. Karen will contact Laurie Frechette to use the town milage reimbursement rate.

Memorial Day: The Trustees agreed that the library would be closed on Memorial Day.

Special meeting: The Trustees agreed to meet on Thursday, May 12 at 4pm for a special meeting to review plans for the Geranium Festival.

Meeting adjourned at 5:40 pm.

Respectfully submitted,

Torrey C. Luker