

**Lydia Taft Pratt Library
Trustees Meeting
January 26, 2017**

DRAFT

**Present: David Patriquin, Lori Miller, Sue Kern, Karen LaRue, Torrey Luker
Unable to attend: Barb Clark**

Meeting called to order at 4:19 p.m.

Additions to Agenda:

Sue added two new topics:

- Update on LTP Library information in the Town Plan: Torrey updated the group that the new and detailed information that had been approved by the Board had been sent to and received by Sam Farwell.
- Update on West Dummerston parking issue: Lori and Dave explained what they knew and added that the ordinance was not passed and that it looked like people were working to park more carefully.

Torrey added one new topic:

- Feedback on a flyer for Dummerston School: Torrey distributed a draft informational flyer she is working on for the Dummerston School. The Geranium Festival date of May 20 was added.
- The Board also suggested using one of the photos from the flyer to update the Town website as the photo for the library is currently a photo of the West River.

Approval of Minutes:

Sue motioned to approve the minutes as written. Lori seconded the motion and the minutes were unanimously approved.

Treasurer's report:

The treasurer's report was presented and two warrants was reviewed and signed. One

of the warrants was a repeat of a warrant to Brodart, from September 2016, that had been submitted to the Town but had not been paid. This warrant was being resubmitted.

Lori reported that the Annual Appeal donations were still coming and \$750 had been received this month with a rough total of \$2,550.00 of the budgeted \$3,250.00. Lori added that the checking balance, as of January 12, was \$14,801.64. The report was approved unanimously by the Board.

Lori had also received a contract from Jean Momaney for the Community Center rental but the contract was not the usual contract. The form was a basic room rental form, with no price listed. Lori will be following up with Jean for the rental contract for 2017.

When contacting Jean Momaney, Lori will also request rental of the Community Center for the Geranium Festival on May 19 and May 20.

Librarian Report:

Karen gave an update on the shelving work and reported that the new shelves had been altered by a carpenter and Dave had stained the wood to match the other shelves. Volunteers had come in and shifted the rest of the fiction into the new shelves.

Karen has also moved around her desk area to allow for easier book check-out with the new computer system scanner and has added more room for the book return with the help of a donated file cabinet from the Community Center.

Karen has also submitted the Views article and the Standards for the Annual Report.

Karen submitted the paperwork for the Summer Reading Program grant and this year the amount of the grant has gone up to \$200. Using that grant, Karen has already requested Southern Vermont Natural History Museum to visit, with their animals, on July 18th.

Karen also let the Board know that she had asked a patron, Pat LaBelle, if she was interested in being a library trustee. However, Pat LaBelle declined at this time. Lori confirmed that Melissa Worden was interested and would be picking up the paperwork to gather the required signatures for election to the position.

Karen added that the library had no volunteer for this Saturday. Torrey will be filling in this Saturday.

Old Business:

Bookshelf alternation, part II: Dave and Karen had discussed the back shelves that also need to be altered and have decided purchasing new shelves would be easier and more cost effective than altering the shelves. Dave will be meeting with a carpenter for a quote and then writing to foundations for funding to cover the cost of the new shelves.

Annual appeal: As discussed above, the appeal total and roughly \$2,155.00 with more donations still coming in this month. Sue and Dave took the new donation information to write thank you letters.

New Business:

Town Meeting Election - Library Trustee Position: As discussed above, Lori reported that Melissa Worden is interested in the trustee position and will be picking up the paperwork from the Town. Lori will be confirming with Melissa.

Board Treasurer Position: Lori reported that Melissa Worden was not interested in the Treasurer position and Lori asked Sue if she would be willing to learn the position. Lori and Sue agreed to meet and review the treasurer duties and would report back to the Board next month on Sue's decision.

Geranium Festival: Barb Clark was unable to attend the meeting but sent an e-mail asking to chair the planning for the 25th Geranium Festival on May 20th, which the Board approved. Barb's e-mail detailed new ideas for the event, including:
Allotting spaces on the perimeter of the field as rental spaces for people to sell wares.
There would be a charge for the rental space.

Morris Dancers - Sue will be contacting Rafe Rosen to schedule the dancers for the Festival.

Selections from the school band.

Games: Ring Toss, marble shoot for kids.

Karen will be following up with Pam McFadden to see if she would be willing to help out again this year with the Silent Auction.

Non-resident library cards: Karen asked the Board for guidance as a number of non-residents have been visiting the library and requesting library cards. As many of the non-residents are also attendees of the Senior Lunches, where LTP library books are loaned out to any attendees, Karen asked for clarification on whether to give out cards/books to non-residents. The Board discussed an annual fee of \$10 for non-residents and agreed there needed to be further discussion on the topic, along with how non-resident payment and registering would be done at the Senior Lunches. This topic will be added to the February LTP Library Board meeting agenda.

Sue made a motion to adjourn the meeting. Torrey seconded and all approved. The meeting was adjourned at 5:22 p.m.

Respectfully Submitted,

Torrey Luker

