

**Lydia Taft Pratt Library
Board Minutes**

December 4, 2018

DRAFT

Present: Jeanne Bristol, Karen Cawrse, Sue Kern, Torrey Luker, Nicoal Price
Unable to Attend: Harold Newell

Note: 11/27 Board Meeting was canceled due to weather.

Call to Order

Sue called the meeting to order at 6:20 pm.

Approval of Minutes of Previous Meeting

Torrey made a motion to approve the minutes from the October board meeting. Jeanne seconded. Motion approved.

Treasurer's Report

Sue presented the treasurer's report, which was prepared by Harold. The checking account balance as of October 31, 2018, was \$11,417.36.

Torrey made a motion to approve a warrant in the amount of \$1,646.41. Nicoal seconded. Motion approved.

Librarian's Report

Karen presented her report:

Statistics for October, 2018:

Attendance

Adult Visits	172	(53 Halloween)
Children Visits:	102	(58 Halloween)
Total:	274	

Circulation

Library World check-out		
Books		262
DVD/Audio		8
Manual check-out/book club/ILL:		16
Total:		286

Grange Lunch	10/10	10/24
--------------	-------	-------

Visit:	11	12
Books:	5	6
Other (DVD/Audio):	2	3

Programs:

Story Time 11/15 had 1 child and 1 adult
 Story Time 11/29 had 2 children and 2 adult
 Book Club 11/15 had 6 adults. Next month's selection is "Wonder" by R.J. Palacio.

Future Programs

Karen discussed adult programming with Bill Johnson of Dummerston Cares, in particular, a program featuring Betsy Thomason, author of the book "Just Breathe Out". Bill said that at the last election, Dummerston Cares set up a table and had a questionnaire available asking people what they would like in the way of adult programming, not only for seniors. As a result of the feedback, Dummerston Cares wants to plan a book club series run by Linda Root focusing on health-related books. It was also suggested that a collection of health-related books be donated to the library for public use. He indicated the board would be meeting last week to further discuss this topic. Karen will follow up if she doesn't hear back from him this week.

Indoor Library Signage

Karen recommends that a more permanent wooden sign be affixed to the library door. She spoke to Dennis Tier who did the original library signage on the outside of the building and will meet with him next week. She will ask him for quotes on a lightweight sign that reads either "Lydia Taft Pratt Library, Welcome!" or "Lydia Taft Pratt Library" with a list of hours open, matching the font and style of the outdoor sign but smaller. The sign could be affixed with something other than nails (if damage to the door is an issue or is prohibited by the Community Center) and would present a more permanent feel than the current paper sign.

Veli-Stem Grant Closure

Statistics were submitted for this past grant year and a final report representing the work of all of the participating libraries has been prepared by the grant consultant, Kelly Myles. Copies are available.

Wish List for Santa

Keurig, movie projector, larger desk for librarian, a water cooler

Torrey indicated that Melody Stone offered to lend a projector to the library for programs.

Twice Upon a Time was suggested as a place to look for a desk. Karen will go there after the first of the year to see what is available. They also deliver (for a fee).

Sue asked that a location within the library with electricity be chosen for the water cooler and that quotes be obtained for this service for further consideration.

Jeanne made a motion for Karen to purchase a Keurig coffee machine. Torrey seconded. Motion approved.

OLD BUSINESS

Annual Appeal Letter Mailing

The board used this meeting time to prepare the annual appeal letter for mailing. Torrey will mail letters out on Friday, December 7.

Library Use/Library Space

Tabled until January.

Little Free Libraries Update

The LFL has been installed on the front porch of the Town Hall. Books have been installed. The sign has yet to be added. Once it's in place, there will be a photo opportunity arranged, along with a press release, to announce the opening of the LFL. Torrey and David met to discuss plans for the school's LFL. David is in the process of completing this project.

Mailbox Update

Tabled.

Planning Calendar

Tabled until January.

NEW BUSINESS

Candidates for Open Library Board Seats

Current serving members may be re-elected. Acting members were invited to obtain papers from the Town Office to collect signatures if they are interested in being elected to the Board at the next Town Meeting.

Library Closings

The board discussed the policy/procedure for closing the library for bad weather and the librarian working from home. Tabled.

December Meeting

The board voted to hold a brief meeting to approve the December warrant and any other timely issue that may come up on Tuesday, December 18, at 2:00 pm.

Torrey made a motion to approve the date/time of the December meeting. Nicoal seconded. Motion approved.

Jeanne made a motion to adjourn and Nicoal seconded. The motion was approved unanimously, and the meeting adjourned at 7:05 pm.

Submitted by Nicoal Price