

**Lydia Taft Pratt Library
Board of Trustees Meeting
October 28, 2021**

Call to Order

The meeting was called to order by Chairperson Sue Kern at 5:05pm, with Dena Marger, Dave Schottland, Phyllis Emery, and Jeanne Bristol present. There were no guests.

Additions to Agenda

- The Board was saddened to hear of Winnie Vogt's passing. Winnie was a former Library Trustee and a long time volunteer at the library.
- Town Treasurer Charlotte Neer Annis needs the rollover instructions for the Menenzes Bequest CD. The item will be on the agenda for approval at the November meeting.

Approval of Minutes of Previous Meeting

Dave made a motion to approve last month's meeting minutes. Jeanne seconded the motion, and it passed.

Treasurer's Report

-Budget Report

The budget report was distributed and discussed.

-Warrant Approval

Jeanne made a motion to approve the warrant, which was seconded by Dave, and the motion passed.

Librarian's Report

The full Librarian's Report can be found at the end of this document.

Old Business

-Covid Protocols

The library is going to continue to require masks indoors but still allow people inside.

-Dummerston Community Center

The library will continue to let the Dummerston Community Center Board know when we would like to use the meeting room for programs.

-Fundraiser Followup

- The book sale was discussed. During this event, the library earned a total of _____, including \$1626 on the sale of books, \$79 for baked goods, and a little over \$1000 from the silent auction.
- The library board is going to consider other fundraising options for 2022.

Annual Appeal

The annual appeal was discussed.

New Business

-Volunteers

Dena would like to plan a small event to recognize the volunteers who help the library. She will be looking into options.

-Canva

Dave has been using Canva online to create marketing signage for library programs. Dena is going to learn more about using Canva, and it will be discussed at later date whether we wish to purchase a Canva account.

-Strategic Planning: Library Hours / Librarian Hours

The board is considering forming a strategic planning committee. Details to be discussed at next month's meeting.

-November Meeting Date

The board will be meeting on Thursday, November 18 at 5:00pm next month.

Adjourn

At 7:20pm Dave motioned to adjourn the meeting. Jeanne seconded, and the motion was passed.

**LYDIA TAFT PRATT LIBRARY
LIBRARIAN'S REPORT
October 2021**

Statistics for September 24- October 28 , 2021:

- Library Visits**

	Attendance	Last Month
Adult Visits	167	154
Children Visits	29	53
Total Visits:	196	207

- **Materials Circulation**

	Books	DVD/Audio	Children's Materials
LibraryWorld Statistics	(Number includes AV and Children's) 184	4	62
LW Renewals	35		
ILL	16		
AudioBooks/eBooks	Overdrive service officially ended September 1, so there are no stats.		
Library World + ILL =Total Circulation	<u>235</u>		
Total Circulation Last Month	207		
Total LibraryWorld circulation this time last year	Books: Renewals: + <u>168</u>		

Programs

	<u>Date</u>	<u>Adults</u>	<u>Kids</u>
<u>Book Club</u>	September 28 October 25	8 8	
<u>Bandwagon Summer Series</u>	October 2 October 9	4 2	
<u>Outdoor Movie</u>	October 22	9	7
<u>Halloween</u>	October 31	Est. 10	Est. 15
<u>Booksale</u>	October 9 and 10	Est. 200	Est. 25
<u>Totals:</u>			

Narrative

- **Programs**
 - **Literary fiction group**
 - November book selection: *The Art of Racing in the Rain* , scheduled for Nov. 29
 - **Summer Reading Program**

- I submitted the summer programming grant certification and expenditure report as well as a statistics survey by the deadline of October 15th to the department of libraries. This was a condition of the \$200 programming grant that we received.
 - **Status report: Request to host a D&D program**
 - It was determined for a number of reasons that we are not able to host this program at this time. It is worth revisiting, however, as a program of this sort might attract additional user groups to our library. There is good potential for this to be a summer/warm weather program, which would alleviate a number of the logistical difficulties posed by the original proposal.
- **ARPA Grant Status Update**
 - I signed and submitted our IMLS ARPA Grant Agreement on October 25. Once the Acting State Librarian (Kevin Unrath) signs it, we will receive it and it will be our signed contract. I believe we will receive the money sometime in the next month.
- **In the Library**
 - We moved some furniture around, and created a YA nook, believe it or not. It is all still a work in progress
 - We might talk about using some ARPA money for a new computer carrel workstation, as the old “desk” was not very functional.

Submitted respectfully,
Dena Marger 10/27/21