

**Lydia Taft Pratt Library
Board of Trustees Meeting
November 18, 2021**

Call to Order

The meeting was called to order by Chairperson Sue Kern at 5:06pm, with Dena Marger, Dave Schottland, Phyllis Emery, and Jeanne Bristol present. There were no guests.

Additions to Agenda

- The library received an email from town treasurer Charlotte Neer Annis regarding ARPA regulations.
- The board will discuss whether to join the Green Mountain Consortium.

Approval of Minutes of Previous Meeting

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

Treasurer's Report

-Budget Report

The budget report was distributed and discussed.

-Warrant Approval

Lyle 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.

-We also discussed the possibility of joining the Green Mountain Consortium, which would allow the library and its patrons to access Overdrive for eBooks and audio books. Lyle made a motion for the library to join the consortium, which was seconded by Dave, and the motion passed.

Old Business

-Covid Protocols

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

-Dummerston Community Center

- During the winter the DCC Board will hold their meetings at 6:00, not 6:30.
- At their meeting, the DCC Board congratulated us on a successful book sale event.

-Bequest CD Rollover Instructions

- Dave motioned that we roll over the bequest for another six months. This motion was seconded by Phyllis, and the motion passed.
- Lyle is going to discuss with Charlotte Neer Annis the setting up of a capital fund.

-Volunteers

Dena is going to find more volunteers for Saturdays at the library.

-Strategic Planning Committee

Dena would like to aim to set up a planning committee to meet in January. This committee will ideally offer expertise and direction for the library.

-Annual Appeal

- Dena sent Sue info regarding highlights from last year, to be able to write the letter.
- Sue will try to send out a draft appeal letter for review next week and will be contacting the printer.
- Dena will attempt to design an attractive letterhead.
- Sue will use Minuteman Press, as we have in the past, to print the letter.
- The letter will be sent out shortly after Thanksgiving.

New Business

-December Meeting Date

The library board will have a brief meeting on Thursday, December 23rd at 5:00pm.

Adjourn

At 6:56pm Dave motioned to adjourn the meeting. Lyle seconded, and the motion was passed.

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

Statistics for October 29- November 18 , 2021:

• **Library Visits**

	Attendance	Last Month
Adult Visits	78	167

Children Visits	23	29
Total Visits:	101	196

- **Materials Circulation**

	Books	DVD/Audio	Children's Materials
LibraryWorld Statistics	(Number includes AV and Children's) 110	6	47
LW Renewals	11		
ILL	8		
AudioBooks/eBooks	Overdrive service officially ended September 1, so there are no stats.		
Library World + ILL =Total Circulation	<u>129</u>		
Total Circulation Last Month	235		
Total LibraryWorld circulation this time last year	Books: Renewals: + <u>149</u> <u>168</u>		

Programs

	<u>Date</u>	<u>Adults</u>	<u>Kids</u>
<u>Book Club</u>	November 29		
<u>Totals:</u>			

Narrative

- **Programs**
 - **Literary fiction group**
 - November book selection: *The Art of Racing in the Rain* , scheduled for Nov. 29
 - Question about the cost of the program
 - **Summer Reading Program**
- **Online Resources**
- **ARPA Grant Status Update**

- Our funding has arrived, and we can spend it. We must have it spent by next July.
- It appears we need to have a conversation with Charlotte about this
- I would like to get moving with the Library Card initiative.

- **In the Library**

- **Volunteers**

- We need to figure out how to recruit more volunteers
- Volunteer reminders: we need to consult checklists
 - We can't leave the flag out, the shades up, or the heat on.

Submitted respectfully,
Dena Marger 11/18/21