

**Lydia Taft Pratt Library Board of Trustees Meeting**  
**March 24, 2022**

**Call to Order**

The meeting was called to order by Chairperson Sue Kern at 5:13pm, with Dena Marger, Dave Schottland, Phyllis Emery, and Jeanne Bristol present. There were no guests.

**Annual Reorganization Meeting to Elect Officers**

Chair - Lyle Holiday

Vice Chair - Phyllis Emery

Secretary - David Schottland

Treasurer - Susan Kern

Liaison - Jeanne Bristol

A motion was made by Dave to approve the slate of officers, which was seconded by Jeanne, and there was unanimous acceptance of the motion.

**Additions to Agenda**

-Visitors at Open Meetings

-Purchasing

**Approval of Minutes of Previous Meeting**

A motion was made by Phyllis to approve the minutes, which was seconded by Sue, and there was unanimous acceptance of the minutes.

**TREASURER'S REPORT**

**Budget Report**

The budget report was presented and discussed.

**Warrant Approval**

A motion was made by Phyllis to approve the warrant, which was seconded by Jeanne, and there was unanimous acceptance of the warrant.

**Purchasing**

-Lyle suggested that we make sure any purchases made be already on the warrant (before asking the town to make those purchases).

-Dena and Lyle will be meeting separately to write a policy regarding the librarian's ability to make purchases on his/her/their own. This policy will then be brought to the board for approval.

## **LIBRARIAN'S REPORT**

The complete librarian's report can be found at the end of this document.

## **OLD BUSINESS**

### **COVID Protocols**

Masks will still be required for now.

### **Dummerston Center Board Report**

Jeanne shared the DCC Board report.

### **Strategic Planning Meeting**

This was discussed at the end of the board meeting.

### **Comcast Internet**

The library received a \$2.00 bill for internet service. Dena will reach out to a sales representative from Comcast to see if we can have the bill removed.

## **NEW BUSINESS**

### **Policy on Challenge to Library Materials**

Regarding any challenges made to library materials, Dena will draft a policy for board consideration.

### **Open Meeting Law Refresher**

-The board reviewed the Open Meeting Law.

-Lyle suggested that our agendas include an item for recognizing visitors. An item will be added to future board meeting agendas.

### **Strategic Planning Meeting**

-The board discussed the mission statement and vision of the library.

-Another presentation will be given by Dena during our April board meeting.

## **ADJOURN**

At 6:58pm a motion to adjourn was made by Phyllis, which was seconded by Sue, and the motion was unanimously passed.

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Librarian's Report:

<https://docs.google.com/document/d/1nMjxPialPiq01hHjcc94lhpfGFIEgaQ4wSEIELYsytM/edit?usp=sharing>

**LYDIA TAFT PRATT LIBRARY  
LIBRARIAN'S REPORT  
March 2022**

**Statistics for February 25 - March 24 , 2022:**

● **Library Visits**

	<b>Attendance</b>	<b>Last month</b>
<b>Adult Visits</b>	<b>88</b>	<b>83</b>
<b>Children Visits</b>	<b>16</b>	<b>14</b>
<b>Total Visits:</b>	<b>104</b>	<b>97</b>

● **Materials Circulation**

	<b>Books</b>	<b>Children's</b>
LibraryWorld	110	55
LW Renewals	27	
ILL	9	
Audio/Ebooks (GMLC/OverDrive)	20	
<b>Total Circulation</b>	<b>166</b>	
<b>Tot Circ last month</b>	<b>162</b>	
<b>Tot circ last year</b>	<b>153</b>	

**Programs**

	<u>Date</u>	<u>Adults</u>	<u>Kids</u>
<u>Book Club</u>	3/14	6	
<u>Grange Senior Luncheon</u>	3/23	In house program has resumed, but we didn't go this time	
<u>Fish Tank</u>	Feb 3 and Feb 10	2	4
<u>Totals:</u>		8	4
<b>Overdrive Via Libby Usage Stats</b>	2/25/22-3/24/22		
<b>Checkouts</b>	<u>20</u>		
<b>Distinct Users</b>	<u>5</u>		
<b>Adult Titles</b>	<u>17</u>		
<b>Children's Titles</b>	<u>3</u>		
<b>Ebooks</b>	<u>17</u>		
<b>AudioBooks</b>	<u>3</u>		

### Narrative

- **COVID**
- Masking and other COVID precautions have been lifted everywhere, and folks are assuming this thing is over. It clearly isn't. I am still assuming we all need to be wearing masks inside, but not making a big deal about it if folks are not wearing them. Soon, I will start opening windows and doors
- **Programs**
- **Summer Reading Program**
- I submitted the application for the Summer Programming grant (\$300 from VTLIB) on March 17th.
- I will be looking to borrow a StoryWalk from VTLIB and also thinking about hiring a performer and planning an opening and/or closing SRP event over the next few weeks.
- I've hung SRP posters in the library
- **Grant Updates**
- Purchased new printer with ARPA money

- **In the Library**
- New Printer is set up and functional.

Submitted respectfully,

Dena Marger 3/23/22