

**Lydia Taft Pratt Library
Board of Trustees Meeting
December 7th, 2023**

Call to Order

The meeting was called to order by Chairperson Lyle Holiday at 5:06pm. Attending the meeting were Dena Marger, Jeanne Bristol, Phyllis Emery, and Dave Schottland.

Guests: None

Additions to Agenda

None

Recognition of Visitors

There were no visitors.

Approval of Last Month's Meeting Minutes

The previous board meeting minutes were reviewed. A motion was made by Dave to approve the minutes, which was seconded by Phyllis, and the motion passed.

Treasurer's Report

-Budget Report

- The budget was presented and discussed.
- Dave made a motion to increase the librarian's hours from 13 to 16, which includes 15 hours of operation for the library and one administrative hour for the librarian. Jeanne seconded the motion, and it passed. This will be put into effect beginning the week of January 8th.
- Dena will be creating a community survey (online and hardcopy) to determine when the additional hours will be.

-Warrant Approval

A motion was made by Lyle to approve this month's warrant, which was seconded by Phyllis, and the motion passed.

Librarian's Report

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

Old Business

-Dummerston Community Center Board Report

The DCC is waiting for plumbers, electricians, and painters to work in the basement before the library will be able to make use of the storage closet again.

-Website

The website has been launched.

-Annual Appeal Letter

- The annual appeal letters were mailed, and donations have already begun coming in.
- Dave will update the thank-you letters that are sent out.

-Catamount Network

Once the library initiates its additional hours on January 8th, the librarian will begin to transfer data to the Catamount Network.

New Business

Town Report Article

The librarian will compose a report.

Holiday Hours

There will not be any different holiday hours. The library’s hours will remain the same.

Adjourn

At 6:11, Dave made a motion to adjourn, which was seconded by Phyllis, and the meeting concluded.

**LYDIA TAFT PRATT LIBRARY
LIBRARIAN’S REPORT
December 2023**

Statistics for Nov 3 - Dec 6 , 2023:

- **Library Visits**

	Attendance	Last month
Adult Visits	101	112
Children Visits	19	27
Total Visits:	120	139

- **Materials Circulation**

	Books	Children's and YA
LibraryWorld	109	
LW Renewals	22	
ILL borrowed	10	
ILL Lent	4	
Audio/Ebooks (GMLC/OverDrive)	125	
Total Circulation	270	
Tot Circ last month	233	

Overdrive Via Libby Usage Stats	This Month	Last Month
Total Checkouts	125	110
Distinct Users	18	14
Ebooks	25	20
AudioBooks	100	90

Programs

<u>Date</u>	<u>Programs</u>	<u>Participation</u>
11-27	Book Club: The Price of Salt	7
Total participation		7

Narrative

- Usage of our online ebooks and audio books has been growing steadily
- Our new website is awesome! But, some things still need to be worked out. I think it will be evolving over the next few months.
- Already, several people have filled out the online registration form to get a library card. I think this means that there are some people who do not visit our library, but are happy to use our online services. Or, it might mean that we are not open during hours they can easily visit. Or possibly both.
- Thinking about new programs for 2024. Will have to figure out if we have money to pay the DCC each time we want to do a program. For example, at \$60 a pop, a weekly LEGO program could add up. Also, we'd need storage space for LEGOs that we don't

presently have. But, I think that sort of program would bring more people through the door. There has been interest expressed in a Cook Book Club. That would be monthly, but we'd still need a space to hold the meetings in. So, it would not be without cost.

- We won't be able to continue to think about upgrading to the CATAMOUNT ILS until we've figured out if we can extend our paid staff hours. We've gotten a lukewarm go ahead from the Selectboard in response to our budget proposal, but whatever proposal gets passed won't go into effect for another year and a half. So, if we want to join CATAMOUNT before then, we'll have to figure out how to fund at least another three hours of paid staff time ourselves. That comes to about \$230/month at my present pay rate.
- The library was very sad to note the passing of avid library user and community member Lisa Blake. Trustees and staff attended memorial events for Lisa this past week. b

Submitted respectfully,
Dena Marger 12/07/23

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