

**Lydia Taft Pratt Library  
Board of Trustees Meeting  
April 3<sup>rd</sup>, 2025**

**Call to Order**

The meeting was called to order by Chairperson Lyle Holiday at 5:03pm. Attending the meeting were Dena Marger, Stacey Kripp, Stacy Bryck, Linda DeCarlo-Burns, and Dave Schottland (via Zoom).

Guests: Catherine O'Callaghan; Sam Bledsoe; Paul Smith

**Additions to Agenda**

No additions were made.

**Recognition of Visitors**

The visitors were recognized and welcomed.

**Approval of Last Month's Meeting Minutes**

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

**Treasurer's Report**

**-Budget Report**

- The budget was presented and discussed.
- Linda suggested that a threshold be put on the bank account balance to ensure the library has a reserve for unexpected expenses. The suggested threshold was \$7,500. Since the grant is a reimbursement grant, the library will need to ensure it has the money to pay out on grant expenses, while maintaining the threshold.
- Dena asked Lyle to ask the Dummerston Community Center Board for rent invoices for the new half-room.
- Nicoal Price is being paid as a consultant for her work on the library's website, specifically related to the new children's program.
- A new (but used) table was purchased for the main library room.

**-Warrant Approval**

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

**-CD Discussion**

- The library currently has a CD worth \$7,515.
- A motion was made by Linda to roll over this CD for another seven months. This was seconded by Stacy, and the motion passed.

**Data Presentation of Library Usage Statistics**

*The full presentation, prepared by librarian Dena Marger, has been uploaded to the town's website with these meeting minutes.*

- Paul Smith is the Windham Southeast Supervisory Union Curriculum Coordinator, and he offered input during the presentation.
- Paul made the suggestions that we show change over time using graphs that can be easily understood. Stacy suggested line graphs and we all agreed line graphs or bar graphs.
- Another of Paul's suggestions was to start with the end in mind. What is it we want to show in a year and work backwards.
- It was also suggested putting a simple graph in the Town Report next year.

### **Lydia's Friends**

- The Geranium Festival will be held on Saturday, May 17<sup>th</sup>.
- There will be a "Crepe Night" fundraiser held at Scott Farm on July 2<sup>nd</sup>.

### **Librarian's Report**

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

### **Children's Librarian Report**

- During the Month of March:
- Total visits: 124
- Activities: Sensory play on Mondays, Storytime on Thursdays, Block Building Saturdays (1x a month)
- Accomplished: Started two new programs, finishing touches on room (labeling)
- To do: New materials: Yoto player/cards, decodable books/board books/indestructibles
- Future: April vacation, Summer reading/programming, *1,000 Books Before Kindergarten* program

### **Old Business**

#### **-Dummerston Community Center Board Report**

Lyle will be contacting the DCC for invoices for the new half-room.

### **New Business**

#### **-Dummerston Cares Partnership**

- Dave had met with the Dummerston Cares Board on March 27<sup>th</sup> to discuss partnering with them to help reach homebound and senior residents.
- The DC Board will be hosting an afternoon tea (which happens every two months) on Wednesday, April 16<sup>th</sup> from 1:00-3:00. One or more representatives of the library will attend to explain to attendees the services that the library provides.

**-1,000 Books Program**

- This program encourages parents and caregivers to read to their kids (specifically 1,000 books before kindergarten).
- Stacey would there to be some fun incentives for various milestones, such as prizes from local vendors and/or a tracking board.

**-Executive Session**

There was no executive session.

**Adjourn**

At 7:16, Dave made a motion to adjourn, which was seconded by Linda, and the meeting concluded.

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

**Report to the March 6, 2025 Trustees Meeting**

**Statistics for March 7 - April 1 , 2025:**

• **Library Visits**

	This month	Last month
<b>Adult Visits</b>	<b>98</b>	<b>166 (includes people who attended the Open House)</b>
<b>Children Visits</b>	<b>44</b>	<b>43</b>
<b>Website visits</b>	<b>113</b>	
<b># of people using library wifi on site</b>	Library Wifi is <b>available 24/7</b> so there's no way to say how many people are using it each month. Would probably be missed if it disappeared, though, as the DCC uses it and people use it in the parking lot.	
<b>Total Visits:</b>	<b>130+</b>	<b>209</b>

• **Materials Circulation**

LibraryWorld	141
LW Renewals	85
ILL borrowed	5

ILL Lent	12
Audio/Ebooks (GMLC/OverDrive)	121
Total Circulation this month	<b>364</b>
Tot Circ last month	278

Overdrive Via Libby Usage Stats	This Month	Last Month
Total Checkouts	<b>121</b>	<b>142</b>
Distinct Users	<b>27</b>	<b>26</b>
Ebooks	<b>42</b>	<b>76</b>
AudioBooks	<b>79</b>	<b>66</b>

#### **Programs**

<u>Date</u>	<u>Program</u>	<u>Attendance</u>
<b>3/8</b>	Building Saturday	12
<b>3/10</b>	Sensory Playtime	10
<b>3/13</b>	Picture Book Storytime	11
<b>3/17</b>	Sensory Playtime	6
<b>3/18</b>	Lydia's Friends Speaker Series	38
<b>3/20</b>	Picture Book Storytime	7
<b>3/24</b>	Sensory Playtime	16
<b>3/27</b>	Picture Book Storytime	9
<b>3/29</b>	Book Club: <i>The Lincoln Highway</i>	4
<b>3/31</b>	Sensory Playtime	5
<b>Total Program Attendance this month</b>		<b>118</b>

#### **Narrative**

1. **Lydia's Friends** has received grant funding in order to host a speaker series. They hosted Meg Mott on March 18th. They plan to host additional speakers as well. They have created a new facebook page. Search for "Lydia's Friends" to find it.

2. The next **bookclub** will happen on Saturday, April 26. We will be reading *Wish You Well* by David Baldacci.
3. Next **Cookbook club** will happen on April 8. Theme is "Food inspired by Literature."
4. Work to make our **website** more user friendly and relevant is progressing. Pages for the children's programs and online library resources are in the process of being built out. [www.dummerstonlibrary.org](http://www.dummerstonlibrary.org). Our website received 113 visitors in the last month.
5. We finally have a go live date for our **new library software** system of Wednesday, August 13. We may need to have the library closed (for checkouts, anyway) in the few days to a week before that date. Catamount is the network that organized to make it possible for a network of Vermont libraries to use this software. We will pay an annual fee to belong to that network. They are our main support through our migration and training on the new software. Bywater is the company that administers Koha and Aspen. We will pay a one-time migration fee to Bywater. Koha is the open source catalog software, and Aspen is the software that makes it all look pretty and work well. I have a meeting schedule for April 3 with Bywater reps and our support people at Catamount (Rachel Muse and Emily Zervas).
6. Our **Children's Services Program** is delivering two weekly programs, for different aged children: one for infants and one for preschoolers. We are in the process of planning additional special events over the coming months, for example for the Summer Reading Program, that may involve speakers or activities or movies. In the coming months we will be looking to do more in-person community outreach to various sectors and organizations in town (notably to the Dummerston School) but there has been little time for that in this first month.
7. Our **Adult Services Program** continues to offer two regularly occurring monthly programs, in addition to the traditional library service that we provide to adults. In addition, we will be looking to add a once or twice weekly Coffee Chat program for adults in April, and will be looking to host more special events for adults in the coming months, including additional Lydia's Friends events. Additionally, we will be resuming service to attendees of the Bimonthly Evening Star Grange Senior Luncheon (which is both a program for seniors attending the lunch as well as for the volunteers participating in this project) likely after the software migration has occurred, and new technology has been purchased. In the coming months we will be looking to do more in-person community outreach to various sectors and organizations in town (notably to Senior Solutions) but there has been little time for that in this first month since opening the new Children's Program.
8. We have upped our **public outreach campaigns** by making more effort to announce our expanded programming and hours in a **variety of online locations**, including our library and local town Facebook pages, our library website, and over Front Porch Forum. We post nearly every day in one or more venues so that our community will be aware of the library activities they may wish to participate in. In the coming months, we may look to implement an Instagram account.
9. We have continued working on the "**makeover**" of the children's space as well as the adult space.
10. We have received our second reimbursement from the BBF Early Childhood Development Fund for \$2,041.96.. **Preparing reimbursement documents** is proving to be quite time consuming. We need to increase the speed of our spending. We will be looking to make a number of **technology purchases** in the coming weeks.
11. IMLS received word that all IMLS staff are going to be placed on administrative leave, effective March 31. They will not be able to work or respond to emails, and we don't have any information about future timelines related to this action. The Vermont Department of Libraries has not received any additional information from IMLS, nor has it received specific information about any impacts of the executive order upon the future of Vermont's Grants to States allocation.
12. SWANK Movie License is the license that allows us to show movies. In the past this was funded by the Vermont Department of libraries. The Department of Libraries decided to discontinue the service due to low use and their need to prioritize their shared services. This year, GMLC will be underwriting this license. In the future, we will probably be asked to pick up some of the cost for that.

Submitted respectfully,  
Dena Marger 4/3/25

