

**Lydia Taft Pratt Library
Board of Trustees Meeting
August 7th, 2025**

I. Call to Order

The meeting was called to order by Chairperson Lyle Holiday at 5:00pm. Attending the meeting were Linda DeCarlo-Burns, Stacey Kripp, Stacy Bryck, Dena Marger, and Dave Schottland.

Visitors: Sam Bledsoe (of Lydia's Friends)

II. Additions to the Agenda

- Making the library's meeting the second Thursday of every month permanent

III. Recognition of Visitors

Sam was welcomed.

IV. Approval of Previous Minutes

A motion was made by Linda to approve last meeting's minutes, which was seconded by Dave and the motion passed.

V. Treasurer's Report

a. Budget Report

The budget was briefly discussed.

b. Warrant Approval

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

VI. Librarian's Report

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

VII. Old Business

a. Fundraiser with DCC

- A fundraiser has not been discussed further with the DCC.
- The Trustees are hoping to meet with the DCC board to discuss building maintenance and its lease for the half-room that is currently being rented.

b. Revisit Cleaning

- A cleaner who Linda knows recently cleaned the library, children's room, and bathrooms.
- Linda is going to speak with Melody Stone about the human services organization she is involved with, as there may be several clients who could take on cleaning the library, children's room, and bathrooms regularly, as a part of their program.

- In the meantime, Linda’s cleaner is going to continue cleaning the library weekly.

c. Update On Grant Spending

Spending remains steady, including the recent purchase of Yoto Launch Pads and payment to various contractors (e.g. arts and crafts assistance, technology assistance).

d. Lease

As stated above, the Trustees are hoping to meet with the DCC board to discuss building maintenance and its lease for the half-room that is currently being rented.

VIII. New Business

a. Holiday Policy for Closing

The librarian is going to give some thought to which holidays make sense for the library to be closed, particularly which Monday holidays.

b. Confidentiality Policy

The confidentiality policy is built into the state circulation policy.

c. Executive Session If Needed

There was no executive session.

IX. Adjournment

At 6:33pm, Dave made a motion to adjourn, which was seconded by Lyle, and the meeting concluded.

LYDIA TAFT PRATT LIBRARY LIBRARIAN’S REPORT

Report to the Aug 7 , 2025 Trustees Meeting

	This month	Last month
Adult Visits	253	269
Children Visits	112	83
Website visits	N/A	117
# of people using library wifi on site	Library Wifi is available 24/7 so there’s no way to say how many people are using it each month.	?
Total Visits:		469+

• **Materials Circulation**

LibraryWorld	167
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LW Renewals	36	
ILL borrowed	25	
ILL Lent	4	
Audio/Ebooks (GMLC/OverDrive)	214	
Total Circulation this month	446	
Tot Circ last month	349	
Overdrive Via Libby Usage Stats	This Month	Last Month
Total Checkouts	214	169
Distinct Users	32	32
Ebooks	90	65
AudioBooks	124	104

Programs

Program	Dates	July total Attendance
July Sensory Play	7/7, 7/14, 7/21, 7/28, 8/4	41
July Picture Book Storytime	7/3, 7/10, 7/17, 7/24, 7/31	29
July Building Saturdays	7/5, 7/12, 7/19, 7/26, 8/2	26
Arts & Crafts	7/2, 7/9, 7/16, 7/23/ 7/30, 8/6	82
Magic: the Gathering Play and learn Club	7/8, 7/15, 7/22, 7/29, 8/5	33
Coffee Chat	7/8, 7/15, 7/22, 7/29, 8/5	18
Book Club	7/26	5
Butterfly Program	7/14	27
	Total Programs: 33	Total Program Attendance: 261

Narrative

1. The library data migration to the Bywater/Koha ILS is happening and **the go-live date for our new catalog is on schedule for August 13**. The new catalog will have a much more intuitive public user interface. Staff training on the back end will be happening through July and will be ongoing.

- The next **bookclub** will happen on **Thursday, August 28th, 6:30..** We will be reading The Island of Sea Women by Lisa See. Copies of the book are available at the library.
- Next **Cookbook club** is skipping the month of July, and will resume on **August 12** with our now annual **tailgate party bar-b-que and cupcake fest**.
- Lydia Taft Pratt Library will be hosting a delegation from the Vermont State Department of Libraries that will include **State Librarian Cathy Delneo** on Tuesday, August 12 at 2:00pm.
- Lydia Taft Pratt Library will be hosting the **Windham County Library Directors' Meeting** on Thursday, September 18th.
- Summer Reading Program: The SRP Wrap-Up event will happen on Saturday, August 9, starting at 10:00am.

, well attended, and fun! **33 kids** have signed up for the Summer Reading Program and are entered into our SRP Raffle! The more they read and/or participate in events at the library, the more raffle tickets are entered for them. In addition to our Kick-Off event and our weekly slate of activities for kids, we are planning additional events for children over the summer, including a talk about butterflies, an SRP wrap up event, and other as yet unplanned events or activities as well.

7. Our **Adult Services Program** continues to offer two regularly occurring monthly programs, and one weekly Coffee Chat program, in addition to the traditional library service that we provide to adults. We will be working together with Lydia's Friends to bring about additional programming for adults as well as fundraising events. We are planning to offer technology training workshops this fall in the use of the new catalog, the OverDrive/Libby eBooks and Audiobook system, and the research databases that are available to our library users. We will also offer a Technology Petting Zoo event, likely in September, so that community members and children can have a chance to try out and play with the new devices that we have purchased. These devices will be available for circulation this fall.
8. In the coming months we will be helping the DCC organize fundraiser events and are helping to establish a playground committee.
9. Grant spending update: We are in the process of purchasing several (4) Launchpad tablet devices, Yoto Player audio devices (3), at least one Tonies Box, all for circulation. We will also be purchasing a Lenovo Laptop staff computer. We have hired a student to assist with the Wednesday morning Arts and Crafts program and I have hired a community member to act as a technology consultant. We will be hosting a number of events and programs for children throughout July, August and September. We are planning to buy additional books and literacy materials for the children's program. We recently placed an additional order for a teacher's podium in place of a desk space in the children's room, and another book shelf. We

are still hoping that the unused portion of the room will become available to our children's program, at which point we are prepared to spend an additional \$5,000 furnishing it. I have received notification that our grant funding period will be extended from September 30 until December 31.

10. We will also be purchasing a Lenovo Yoga 2-in-1 Laptop/tablet device that will hopefully make it possible to circulate books off site (not covered by the BBF VECF funds.)

Submitted respectfully, Dena Marger 8/12/25