

**Lydia Taft Pratt Library  
Board of Trustees Meeting  
April 8<sup>th</sup>, 2026**

**Call to Order**

The meeting was called to order by Chairperson Lyle Holiday at 11:00am. Attending the meeting were Stacey Kripp, Stacy Bryck, Linda DeCarlo-Burns, Kate Jansak, and Dave Schottland.

Guests: None

**Additions to Agenda**

- Technology Plan
- Movie Night with Scott Farm
- Handover from DCC

**Recognition of Visitors**

None to welcome

**Approval of Previous Minutes**

Dave made a motion to approve the previous meeting minutes from March which was seconded by Linda, and the motion passed.

**Treasurer's Report**

a. Budget Report

- The budget was briefly discussed.
- There is roughly \$29,000 in the library's account.
- Linda and Erin will be meeting with Town Clerk Laurie Frechette and Town Treasurer Chris Brown review processes in regards to ordering supplies, reporting grants, contracts for services, and postage (at the time of these minutes being published, that meeting already occurred).

b. Warrant Approval

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

**Librarian's Report**

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

- There were 263 visitors at the library last month.
- Two new library cards were issued.
- The library director will be contacting museums for passes, as well as NextStage Arts in Putney for a summer Bandwagon Concert Series pass.

- Erin and Stacey have applied for a Dollar General Youth Literacy Grant, which could fund graphic novels, “high low” book (high interest, lower reading levels), supplies for a story walk, and other materials.

### **Old Business**

#### a. April Fundraiser

- Lydia’s Friends will be hosting a tag sale event on April 18<sup>th</sup>, during which anyone can buy a table for \$10 to sell their goods. Proceeds will go towards having a new sign made for the Dummerston Community Center and Library.
- Dennis Tier is going to give the library a quote for building a sign.

### **New Business**

#### a. Contact Information

Kate Jansak (newest member of the DCCL board) has been added to the list of contacts for this organization.

#### b. Landline vs. Internet Phone

- It will be rather complicated to keep the same phone number for the library, but the idea was further discussed.
- Kate will visit AT&T to acquire more information.

#### c. Flag

- The old American flag outside was in disrepair, so it was discarded.
- Stacey’s daughter’s Girl Scouts group will be holding a ceremony to properly dispose of it.
- A new flag was donated by community member. Dave will be writing a thank-you letter to this person.

#### d. Policy – Collection Development

- Erin shared with the board an amended policy for collection, which was based on an older policy.
- The new policy will be given a second reading at the next board meeting, and then voted on at the meeting after that.

#### e. First Aid and Narcan

The first aid kit will be updated.

#### f. Goals

The current accomplishing of the new library director’s goals were shared in her report for this month.

#### g. Report Out from Subcommittees

- Lyle (Building Maintenance): a community member had offered to sand the bookshelves but has failed to do so. Lyle will contact Alex Wilson (also on this subcommittee) to discuss having someone complete this task.
- Linda (Finances): Linda shared a donation idea, in which people would donate various components of a reading/reflection garden outside of the library.  
Todd recently asked Linda whether the kitchen is usable, but Linda does not think so. On Monday, April 13<sup>th</sup> Catherine O'Callaghan will head up a kitchen cleanout with volunteers and determine other work that might need to be done for the kitchen. (Since these minutes have been published, the cleanout occurred, and the kitchen is now usable.)
- Stacy (Fundraising): Stacy continues to maintain contact with Catherine O'Callaghan regarding upcoming fundraising events.
- Dave (Scheduling): So far Catherine O'Callaghan has continued to oversee scheduling of events at the DCCL, and so far there have not been any issues.

### **Additions**

#### a. Technology Plan

- Linda and community member John Schulman completed a technology cleanout in the library, moving some old tech to storage, and discarding other tech that seemed broken or of no use to the library.
- Mr. Schulman might visit during the May board meeting to discuss technology goals with the board.

#### b. Movie Night with Scott

- Scott Farm reached out to Dave about co-hosting a movie night at Scott Farm sometime this summer, showing The Cider House Rules.
- Dave will look into current licensing laws for showing the movie and will continue to be in touch with Scott Farm.

#### c. Handover from DCC

- Lyle has attempted to reach DCC members to discuss having utility accounts changed over. No one has returned Lyle's calls.
- Todd Davidson would like to know who payments should be made to for cribbage nights.

### **Dates**

Next DCCL Meeting: Wednesday, May 13<sup>th</sup>, 11:00am

Tag Sale Event: Saturday, April 18<sup>th</sup>

Geranium Festival: Saturday, May 16<sup>th</sup>

At 12:16 Dave made a motion to adjourn, and the meeting concluded.

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**Dummerston Community Center and Library  
Librarian's Report  
Reported at the April 8, 2026 Trustees Meeting**

**Statistics for March 1st-March 31st**

<b>Library Visits</b>	
Adult Visits	191
Children Visits	72
<b>Total Visits</b>	263

<b>Library Programs</b>	
Sensory Play	23
Magic: the Gathering Play and learn Club	21
Book Club	3
Cook Book	6
Block Building	7
Welcome Event	8

<b>Total program attendance</b>	<b>62</b>
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<b>Non-Library Programs</b>	
Pagan, Jewish, Christian Women	14
Blood Drive	41
<b>Total Non-Library program attendance</b>	<b>55</b>

Reference Questions (tracked since 3/10)	29
New Library Cards	2
Computer Use (tracked since 3/10)	2

<b>Total Checkouts (overdrive/libby)</b>	<b>157</b>
eBooks	43
Audiobooks	114
Users	29

<b>Physical Materials Circulation</b>	135
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1. On March 12, 2026 we were able to submit the annual report to the Vermont Department of Libraries. This annual report is required by every public library, and gives a broad statistical summary of the year of each public library. The report includes information on visitation and programming, finances and staffing, circulation and holdings (physical and digital), and is used by the Vermont Department of Libraries and IMLS to help plan for the future, and to document the importance of libraries in the nation.
2. On March 18, 2026 we sent our March newsletter through Mailchimp after deleting old contacts on the list since we had exceeded the contact limit to send emails with. Erin made a MailerLite account which should increase our contact limit from 250 contacts and 500 emails a month (which means we could send an email to our list twice per month) to 500 contacts and 12,000 emails a month (which means we can send an email to our current list size many more times during the month with room to grow). We will test MailerLite for the April newsletter.
3. We were able to set up a receipt printer for the main adult computer. This should allow us to print slips for holds and to send out with interlibrary loan items, as well as for patrons to see what items they have out. Erin is looking into how to edit font size and details that get printed out with each slip.
4. We made flyers for our events, and updated the calendar on the website, as well as put up events on Facebook. We also emailed Catherine to update our events listed on the Community Center website calendar.
5. We were able to change the library name on google, Clover (our interlibrary loan service), and our email newsletter. Erin contacted the Vermont League of Cities & Towns about our name change and they said there are no additional legal steps to change our name. The Vermont Department of Libraries will change the details on their end. Erin reached out to the Vermont Secretary of State as recommended by Janette Shaffer from the Department of Libraries, but has not heard a reply back yet. Erin is still working on how to change our name in our main library system, Koha and Catamount.
6. Erin was able to collect information from the community through a google form called "Help Shape Your Library," collected from the newsletter as well as those who came to the welcome week event. This information will help inform decisions about collection development and programming.
7. We applied to the Dollar General Youth Literacy Grant on April 2, 2026. We asked for \$3,000 for literacy supplies and programming materials for ages K-12. Learn more at: <https://www.dgliteracy.org/grant-programs/?#youth-literacy-grants>
8. Erin signed the Courier Services Agreement on April 6, 2026 which is required for every library on the courier program. This is an agreement between the Dummerston Community Center and Library and the Vermont Department of Libraries, and is signed electronically. A copy of the agreement can be requested from Erin.
9. We've begun cleaning and organizing the library, planning for summer reading programs, and contacting museums for updated museum passes that patrons can utilize.

