

**Lydia Taft Pratt Library
Trustees Meeting
April 27, 2017**

DRAFT

Present: Sue Kern, Karen LaRue, Torrey Luker and David Patriquin

(Barb Clark was out due to illness and Melissa Worden had a family conflict but both sent e-mail updates)

When Dave arrived, a quorum was reached and the meeting was called to order at 4:42p.m.

Additions to Agenda:

As two of the trustees were unable to attend, the following agenda items were tabled to allow full trustee discussion:

Non-resident library cards

Friends of Lydia Volunteer Coordinator

Fall Program Planning: Turner Presentation (Karen has not contacted Roger Turner yet)

Approval of Minutes:

Dave made a motion to approve the minutes as written. Sue seconded the motion and it was approved unanimously.

Treasurer's Report:

Karen presented Melissa's Treasurer's report to the Board for review. The report did not include the \$200 grant that was just received from the state for the Summer Reading Program. The \$200 should appear on the next Treasurer's report. Karen relayed Melissa's question to the trustees asking if there were any change requests for how the report is presented. Sue noticed the comparison dates was listed as 1/31/17 and it should read the end of March. Sue will be talking to Laurie Frechette and then Melissa about any suggested changes.

The warrant for \$802.13 was presented and signed. There was also a \$35 donation to the Fund Drive. Karen has taken on the job of putting the warrant together and will continue unless it becomes too onerous and then Melissa will take on the task. Karen pointed out that she had made a small change to the warrant by adding the Brodart invoice numbers.

Librarian Report:

Karen tabled the Librarian Report but before the quorum was reached, Karen mentioned she had created special book labels for the books purchased with the money donated from the Dummerston Conservation Commission. Torrey added that she will be posting a thank you to the Commission on the Library website.

Old Business:

Bookshelf Replacement:

Dave re-examined the bookshelves and 2 shelves have fixed shelves and 3 others have a fixed middle shelf but adjustable upper and lower shelves. The discussion on just fixing the middle shelf was tabled until the next meeting. However, Dave will be stopping by the Library in hopes of talking to Rick Davis, who is currently doing work in the Community Center, to get a quote on fixing the shelves.

Senior Lunch Update:

Melodie and Zach have been attending the past two Senior Lunches to check out books and it has been going well.

Library Road Sign Update:

Karen contacted a number of Vermont libraries to get feedback on their experiences with posting library signs. There were a number of responses and it was learned that posting signs on a state highway requires an annual \$200 fee to the Department of Transportation. The trustees discussed looking into posting the signs on West Street, at both ends, but on Town property while still being visible on the state highway. Dave will be talking to Lee Chamberlin to get more information on how to move forward. If the signs are able to be posted on Town property, it will most likely need to be brought to a Select Board meeting for approval.

Geranium Festival:

Sue read the update from Barb:

There is no interest for a yard sales in the West Dummerston village.

John Pinkney relayed that Dover library has books to donate to our Book Sale, if we are interested. Sue and her husband will be visiting the library to check out the book selection.

Publicizing:

Karen handed out signs to be posted about the Geranium Festival. Torrey will post the sign at the Town Office, the School, the Putney & Brattleboro Coop. Dave will post the information at the post office.

Torrey will be creating a Front Porch Forum account for the library to post information on the Geranium Festival and future events. Torrey will also look into posting on

Dummerston.com and iPutney.
Sue will be putting notices in the Reformer and the Commons.

Facebook:

Torrey will post information on the event on the Facebook page, along with asking for any additional book donations.

Torrey will be working with Melissa and Pam McFadden to post information on the Silent Auction items.

Torrey will be creating a flyer for the school about the Geranium Festival with additional information about book donation, the Summer Reading Program and the July 18 visit from the Southern Vermont Natural History Museum.

Volunteers:

Torrey will talk to Barb to see if she needs more volunteers for the event and send a request on Facebook.

Torrey will work to contact the High School for student volunteers for Friday afternoon/evening set-up (May 19) and Saturday afternoon/evening clean-up on May 20. A pizza dinner on May 19 was suggested for volunteers.

The trustees decided to have a special Geranium Festival planning meeting on Thursday, May 11, at 4:15p.m.

New Business:

Library Maintenance Issues:

Torrey volunteered to take the library recycling when she visits on Thursday.

Karen pointed out that two screens have large holes that need to be repaired. The outside windows also need to be washed. Sue said she would be contacting Jean to take to the Community Center Board.

Karen told the trustees that last Thursday, during the busy vacation week, and during a well attending Story Hour, that the Community Center had Rick Davis ripping up the foyer carpet using loud machinery and a respirator. This work, done during peak library time, was very loud, dusty and disruptive. Karen was very upset as there were a number of days/hours each week when the library is not open when this work could have been done and the Community Center's lack of consideration to even inform the library of the planned work. Sue will be in contact with Jean to ask the Community Center board to please relay information to the Library beforehand and consider the Library when work is being scheduled.

VT Department of Libraries - New Interlibrary Loan Software:

Karen attended a librarian meeting at the Norwich public library and there were two representatives from the VT Department of Libraries there to update the group. There is currently no State Librarian but the acting State Librarian is doing good job. There is also a new youth services librarian and instead of consultants for each part of the state,

they are now looking to hire four specialized positions instead: Tech issues, Governance and Management, Special Services and perhaps an IT person. The big news was the new Interlibrary loan software that the Department of Libraries hoped to roll out 7/1 or 8/1. The company name is Auto-Graphics and the software is SHAREit. This new software allows patrons and librarians to search all the library catalogs in the state and allow both librarians and patrons to request books. Karen added that each patron would perhaps have a 10 request cap per year. This new software would also create a state-wide library catalog. However, the Library World software currently used by most libraries is not Z23950 compatible. This means the new Interlibrary software cannot work with Library World and the catalogs cannot be seen in real time. After requesting Z23950 compatibility from Library World for some time, the VT Department of Libraries has decided to switch to Versio from Auto-Graphics. The VT Department of Libraries will be giving out grants for \$2,400 to migrate to the new software and the first year of the Versio subscription will be paid. Going forward, the price for Versio was looking to be \$800 but the VT Department of Libraries contacted Auto-Graphics as smaller libraries will not be able to afford this higher cost. Currently, it looks like Auto-Graphics may be able to offer the \$650 rate for smaller libraries, although it is not confirmed. Library World is currently roughly \$500 and Karen researched Versio and the software is very impressive and helpful in comparison to Library World. Dave made a motion to relay to the VT Department of Libraries that we are interested in making the change to Versio. Torrey seconded the motion and it was approved unanimously. The trustees wanted to wait to make the official decision when Barb and Melissa would be in attendance. The plan is to make a decision at the special May 11 meeting.

Future Agenda Topics:

Geranium Festival

New Library Software - discussion and decision

Non-resident Library Cards

Shelving Replacement update

Friends of Lydia - Volunteer Coordination

Library road signage - update

Roger Turner presentation/Fall Planning

Library Projects/Maintenance - update

Dave made a motion to adjourn the meeting. Sue seconded the motion and all approved. The meeting was adjourned at 6:15p.m.

Respectfully Submitted,

Torrey Luker