

**Lydia Taft Pratt Library  
Board Minutes**

**July 24, 2018**

**DRAFT**

Present: Jeanne Bristol, Karen Cawrse, Sue Kern (by phone), Torrey Luker, Nicoal Price  
Unable to Attend: Harold Newell

**Call to Order:**

Torrey called the meeting to order at 6:15pm.

**Approval of Minutes of Previous Meeting:**

Sue made a motion to approve the minutes from the June 26 board meeting. Jeanne seconded.  
Motion approved.

**Welcome New Board Member:**

Jeanne was welcomed to the Board as a new trustee.

**Treasurer's Report:**

Nicoal made a motion to approve a warrant in the amount of \$452.14. Jeanne seconded. Motion approved.

Torrey volunteered to take over organization of warrants beginning in August or September.

**Librarian's Report**

Karen presented her report:

Statistics:

Attendance

June 26--July 19 (12 days)

Adult Visits: 101

Children Visits: 56

Total: **157**

Circulation

Library World check-out

Books: 233

DVD/Audio: 17

Manual check-out/book club/ILL:     22

Total: **272 (includes Grange lunch)**

Grange Lunch: **6/27**

Visit: 11

Books: 4  
Other (DVD/Audio): 1

**7/11**  
Visit: 14  
Books: 10  
Other (DVD/Audio): 2

**Programs:**

STEM Story Time 6/28: 5 children, 2 adults  
STEM Story Time 7/12: 0 children, 0 adults (construction on West Street)  
Summer Reading Program Ukulele Workshop 7/14: 8 children, 9 adults  
Book Club 7/19: 3 adults.

**Book Club:**

Next book club will meet on September 20 to discuss the Vermont Reads 2018 selection, "Bread and Roses, Too." The meeting will be a community book discussion with members of both the Community Center and senior meals invited, as the grant was awarded based on combining efforts with several local organizations. Karen will begin advertising mid-August and hopes to invite a discussion panel of local immigrants. She also requested refreshments for the event.

**Story Walks:**

Dummerston Community Center 6/30: 5 adults, 1 child  
Story Walk is set up at Green Mountain Camp from July 17 to 31.

Karen will order more frames and set up another story.

The Community Center requested another Story Walk be set up for their August 11 rummage sale.

**Live Animal Program:**

Southern Vermont Natural History Museum will present a live animal program Saturday, August 18 at 10am in the Community Room. Refreshments will be needed.

**Renovations/Projects**

Stanley Evans install the new bookcase. Melody assisted him. He will be back to cut the pipe to floor level and re-position the hutch and narrow bookcases. The printer will also need to be moved.

**OLD BUSINESS**

**Geranium Festival Final Totals**

Total funds raised from the 2018 Geranium Festival are as follows:

Book Sale:	\$659
Food Sale:	\$204
Geraniums:	\$162
Auction:	\$735
<b>Total:</b>	<b>\$1760</b>

Harold had planned to ask Walker Farm about getting a discounted rate on the flowers, but the bill has already been paid by Charlotte, since it was included with the June warrant. Karen suggested we get geranium quotes ahead of time next year.

### **Volunteer Recognition Planning**

Pamela McFadden has a picture of the library, which Torrey will use to design/order gift mugs. Torrey will contact Pamela.

Torrey will ask Paul Adkins if he has any students who are able to provide background music during the volunteer recognition event.

Sue suggested a committee hold a special planning meeting in August. If three members attend, the meeting must be warned.

### **Little Free Libraries Update**

Karen had a conversation with Shawn Bracebridge, the pastor at Dummerston Congregational Church. He brought the idea of the LFL to his board, and they were enthusiastic. However, the church is on town property so we will need to go through Roger Jasaitis, Dummerston Zoning Commissioner, after all. Sue will contact the zoning board about how to proceed.

Since the town needs to be contacted for this project, Torrey suggested we also ask about getting library signs posted on West Street at the same time. She will contact Lee Chamberlain.

David has nearly completed the LFL and dropped off a template for a sign to be made. The sign cannot be made until we apply for recognition and receive an LFL charter number.

### **Mailbox Update**

Jeanne asked about an update on confirming the library's address. Karen talked with Jean Momaney, who says the library address is 150 West Street. Karen also let Jean know the library will be installing a mailbox.

Harold found a mailbox at Brown & Roberts. It's not big enough to accommodate a book box, but it could lock and the mail carrier would have a key. Harold suggested that when the library is not open, large packages could be delivered to his house.

### **By-Laws Review**

Because the meeting time/day of board meetings has changed, the by-laws need to be updated.

Torrey will look for the by-law file on her computer.

Policies should be reviewed annually. Sue suggested the board look at one policy per month.

## **NEW BUSINESS**

### **Planning Calendar**

Sue provided a draft template for planning the board's tasks for each calendar year. There was discussion of when planning should begin for various aspects of the Geranium Festival and whether or not the month of the annual appeal letter should be changed so that it doesn't coincide with other town organizations' letters. The timing of the appeal letter will be on August's meeting agenda.

Sue made a motion to adjourn and Nicoal seconded. The motion was approved unanimously, and the meeting adjourned at 7:20 pm.

Submitted by Nicoal Price