

Lydia Taft Pratt Library

Board Minutes

October 22, 2019

DRAFT

Attendees: Jessica Nelson, Jeanne Bristol, Sue Kern, Karen Cawrse. Guest: Phyllis Emery

Sue called the meeting to order at 6:10 pm.

Additions to Agenda: Trustee Resignation, Budget Presentation

MINUTES: Motion by Jessica to approve the minutes of the September 25th Board Meeting, seconded by Jeanne. Passed.

TREASURER’S REPORT:

Budget Report: Jessica submitted the September Budget Report for the Board’s review.

Warrant: Jessica made a motion to approve the October Warrant. Jeanne seconded. Warrant approved.

LIBRARIAN’S REPORT:

Statistics for September 2019:

Attendance

Adult Visits	136
Children’s Visits	16
TOTAL	236

Circulation

Library world checked out books	184
DVD/Audio	19
Manual check-out/book club/ILL	10
TOTAL	326

Grange Lunch **9/25** **(Volunteer (Melody) away on 9/11)**

Visitors **16**

Books **9**

Other (DVDs, Audio books) **3**

<u>Interlibrary Loans</u>	Requested		Filled	
Borrowing			6	4
Lending	6	1		

October Programs: Book Club had 7 adults. Next discussion: November 21 (3rd Tuesday at 2 pm). Selection: *Manhattan Beach* by Jennifer Egan. Children's Programs: The new Drop-in Play Group on Wednesday afternoons: 3 children. New monthly Saturday Story Time attendance: 3.

Ask Your Representatives: Nader Hashim and Mike Mrowicki will be available to discuss legislative concerns on Saturday, November 30, 11-12. The October meeting was cancelled due to scheduling conflicts.

Halloween Open House, 5–7 pm. Treats will be donated.

Possible holiday card workshop in November.

Library monthly email newsletter: Karen has set up a Mail Chimp account with approximately 180 email recipients. Karen will provide text and Jessica will format and send out. Anyone interested in being on the email list can call or email the library. 802-258-9878 or dummerstonvlibrary@gmail.com.

OLD BUSINESS:

Annual Appeal: The board discussed the draft appeal letter Jessica developed and distributed. With some layout adjustments, the letter will be mailed out before Thanksgiving. Jessica is also checking into the new mailing procedure required by the post office. Karen will ask volunteers to assist the board with the mailing.

Children's Library Cards: Discussion tabled until November.

Trustee Vacancies: Sue spoke with Selectboard Chair Lewis White this week about the process for making temporary trustee appointments for vacancies occurring between Town Meeting elections. Candidates are required to send a request to the Selectboard to be considered for any vacant trustee position. The Selectboard will then set up a date for the candidate to meet with the Selectboard before the Selectboard approves the appointment.

Phyllis Emery, a possible candidate for the trustee position vacated by Torrey Luker, introduced herself to the board and answered her questions about the responsibilities of a library trustee and the process for getting a temporary appointment to the board.

Library Trustee Deborah Ayer notified the board that she was resigning from the library board because of work commitments.

Community Center Board Report: Jeanne reported that the Center Board will not be finishing work on the quarry wagon project until spring. No date for the playground equipment to be set up again.

Long Range Plan: Discussion of solutions for space constraints.

Fall Raffle: Table at Pie Festival successful. Thanks to Jessica and Jeanne for volunteering to staff the table. They advised that next year we should change the hours to cover later in the day, when crowds are heavier.

Volunteer Recognition: Send out mailing in December.

NEW BUSINESS

Budget Presentation: The Selectboard is now requiring all boards and commissions to make a budget presentation each year. Jessica and Sue will make the presentation for the library board.

Meeting adjourned at 8:10 pm. Motion by Jeanne, seconded by Jessica. Passed.

Respectfully Submitted

Sue Kern

