

Baxter Memorial Library Trustees Meeting Minutes
Thursday, April 21st. 2022 6pm

Recorder: Marian Weatherbee

Attendees: Emma Basham – Chair
Sandy Johnston – Treasurer
Marian Weatherbee – Secretary

Absent: Kit Hood – Trustee
Laura DeCapua - Trustee

Members of public present: Ryan xxxx from the Energy Committee
Sue Sellew – via Zoom

Agenda:

- Revision made to the March 2022 Minutes* which were then approved.
- Review and Sign Warrants
- Review Financials, plan for Deb's imminent leaving
- Librarian's Report and Updates
- Public Comment
- New Business
- Old Business

Approve Minutes from April 2022

A quorum was present and all Trustees unanimously approved the minutes, with the revisions made.

Review Financial Reports

The Trustees reviewed the financial report and determined there were no comments.

Review and Sign Warrants

A motion was made and the Trustees unanimously approved the following warrants:

Baxter Memorial Library Warrant 1315 for \$2,295.91 with payments to:

- Billings Farm Museum - \$200.00
- Brodart Co. = \$312.85
- EC Fiber - \$102.96
- Deb Jones - \$708.26
- Jools Skeet - \$120.00
- Keva Planks - \$170.00
- Priority Express - \$85.16
- Shana Hickman - \$22.97
- Town of Sharon - \$573.71

Librarian's Report and Grant updates

April Stats

Checkouts: 349 (341 last year)

ILL Requests Filled for Us: 36 (44 last year)

ILL Requests We Filled for Others: 23 (14 last year)

Overdrive: 120 (95 last year)

Visits: 232 (153 last year)

Web stats: 426 views/264 visitors

Summer Reading Program

Summer reading will begin June 1 and end August 11. I've got the reading/writing tickets ready to be printed off this weekend along with most of the signage. Jools Is will perform June 25th at 3:00. The end of summer reading party will be August 13, 2:00-4:00 where we'll have a balloon artist, we'll draw for the raffle prizes and ... ? I'll begin purchasing prizes for the summer reading raffle over the next few weeks

Discussed that the end of summer party will be an ocean theme activity, to include activities such as face painting, treasure hunt, bubble and treats.

Magic the Gathering...Gathering

Russ Patton has hosted two Magic gatherings with good results. Starting next Thursday, he'll host weekly throughout the summer. I'll have signs printed and begin advertising for it this weekend.

Museum Passes

We've received the new VINS pass, and tonight's warrant includes an invoice for the Billings pass. We'll receive free passes for Birds of Vermont, Echo, American Precision Museum, the state parks, and the state historical sites. That just leaves Shelburne Museum. Last year's pass was checked out 8 times by 2 people. The cost would be \$100. Should we renew?

Discussed and decided that we will not renew the Shelburne museum pass. Shana will put out a request for a donation for a pass to a museum.

Hours Survey

We received 23 responses to the survey, and all were from current patrons. The big winners were Monday-Thursday afternoons and Saturday mornings. I've included a chart with the distribution of times chosen by respondents, as well as all the long text answers we received.

It was decided that Library hours will be from 10am-6pm on Thursdays and volunteers are being recruited for Saturday hours.

Public Comments

There were no public comments.

New Business

Plant, Book and Bake Sale

- We ran through the event checklist.
- Setup will be Wed/Thursday – best advertisement.
- Shana will print an info gram on the invasive worm.
- Sue Sellew will contact the book disposal person.

Old Business

Update on Investments:

- Summer Programming, end of summer party: This was discussed earlier, see notes.
- Investments: To be continued.
- BML credit card: Need to discuss with Margaret Raymond.
- Retirement party for past trustees: We will wait for warmer weather.
- Updates on heating system: Ryan joined the meeting at the beginning and gave an update.
 - Work will be not be done during library open hours
 - Demolition will take one day. Ryan will request this for a Friday.
 - Two days for installation.
 - Use & programming of system training will need to be scheduled.
 - Ryan suggested if the library were to expand, we could make use of possible renewable energy sources based on initial costs and donor donations.

Meeting adjourned at 8:00pm

Next Meeting: June 16, 2022 at 6pm in person at the Library.

- **EDIT TO THE MARCH 2022 MINUTES AS FOLLOWS:**

Themed Learning Kits, Games & Puzzles – Summer Reading Program

We still have a good bit of money left in our programming budget (\$450) and we are receiving a \$300 summer programming grant from the Vermont Department of Libraries. I intend to purchase some fun raffle prizes (they were such a huge draw last year), and I would like to have a presenter or two, as well as a party at the end of the summer.

Discussed end of summer party with two events/presenters. Theme will be Oceans of Possibilities. Shana will purchase puppets. Prize budget will be approx. \$250 leaving \$500 for presenters.

Shana will reach out to Jules and Sandy to Ina Anderson.

New ARPA Grant

We discussed several options. Shana mentioned 'Diverse Collections', which are being discussed at several Libraries. We have also had an interest in Spanish/English learning books. Decision was made to go with outdoor programming. Decision was made to go with easy readers, early chapter books and bilingual books.