

## Minutes

### Baxter Memorial Library Trustee Meeting

May 18, 2023, 6pm

Attendees: Kit Hood, Sandy Johnston, Karen Rodis, Shana Hickman

#### 1. Approved Minutes from April, 2022

#### 2. Reviewed and Signed Warrants

- Budget Questions.
  - where is the anonymous grant?
  - want to make sure all donations and fundraising are accounted for.
  - what are the grant expenses in row 28?
  - Agreed it would be helpful to have Lucy Piermont come to our next meeting and clarify budget items. Sandy will reach out and invite Lucy.
- Vermont Astronomical Society telescope program wasn't budgeted for, but Lucy has added it in. Hoping to receive it soon but we do not have an idea when it will arrive.
- Summer reading program has an additional expense of \$75 for printing coupons. We should be able to cover this expense through the library program services item in the budget.

#### 3. Librarian's Report

- checkouts continue to be down. Hope to rectify that with summer reading somewhat.
- Beth Patton will host a postcard quilting workshop—tiny fabric quilts. June 1 @ 6pm.
- VT Astronomical Society will come train Shana how to use the telescope.
- Shana will be on vacation, no Magic the Gathering week of June 5. Sandy and Karen can help staff one day each: Karen on June 5, Sandy June 6, 4-6pm. Library will be closed the rest of the week.
- Shana is preparing the summer reading program June 21-August 17. Packets and prizes for kids. Weekly programs—have something each day Monday-Thursday.
- we received the summer grant, still waiting for the Winnie Belle grant. Waiting to hear on the CLiF grant (\$2K).
- Joyce Amsden is approaching a donor in South Royalton to fund a Make Your Own Book kids program, using Amazon publishing.
- considering August 19 for an end of summer reading party. Kit will talk to Marian about the balloon guy who came last year. Hoping Emma can do snow cones.
- Shana has lots of awesome activities planned for the summer!

#### 4. New Business:

- A. Debrief Plant, Book, Bake Sale -

- We raised \$2722. Last year we raised \$100 more. But we are over budget for fundraising.
- Karen will write thank you notes to our major helpers
- We used smaller tents from the Food Shelf, Emma, Laura, Scott Fiske.
- We need to buy or borrow tent stakes for next year.
- Emerson Gale's car was damaged by a tent blown in the wind, and the town is waiting to hear from him to help resolve this. He has Lucy's contact information.
- It is a lot of effort for the trustees and Shana to set up the sale. We need help from strong, able bodied individuals. Can the Sharon Academy Middle schoolers help next year, using their volunteer hours?
- People still left books on the back porch, as well as magazines and mildewy books, even though they were asked not to.
- We need to reach out to volunteers earlier next year to get help setting up tents. If we reach out a month or month and a half ahead of time community members might be able to clear their schedules and we can coordinate with the town to get the tents. Kit will reach out to Sue Sellew to learn more about how we have arranged for the tents in the past.
- People appreciated us having the sale on Mothers Day weekend. It makes sense since by June most people have planted their gardens already.
- Kids appreciated the coupons; thank you to Nicole Antal for distributing them. The coupons brought families to the sale.

### **B. Fundraising Brainstorm**

- Our annual fundraisers are working well:
  - Everything Apple - Pies, crisps, cakes - September
  - Annual Appeal - November
  - Chili and Cornbread -
  - Cookie Walk - December
  - Quilt Raffle - December
  -
- Pursuing a Friends of the Library group is a lot of work, but it is doable. Paula, Ina, Kit had done the legwork years ago; Kit will see if someone has the paperwork for all of that. A Friends group would help with fundraising—and proceeds are donated to the library.
- Schedule mini events – thematic, maybe a movie and a potluck dinner. Partner with another organization to host it?

- C. Working with other town groups/organizations to deepen community ties; would we use the church space?- We will table this for next meeting.

### **5. Old Business:**

Rewrite bylaws to expand board - tabled for next meeting.

**6. Meeting Adjourned at 7:30pm**

**Next Meeting: Thursday, June 15, 2023 at 6pm**