

Minutes

Baxter Memorial Library Trustee Meeting

June 22, 2023, 6pm

Attendees: Kit Hood, Sandy Johnston, Shana Hickman, Emma Basham

1. Approved Minutes from May, 2022

2. Reviewed and Signed Warrants - Kit Hood, Sandy Johnston, and Emma Basham approve the following warrant:

AP BML Warrant 1490 for \$813.32

With payments to:

Billings Farm \$200.00

Brodart Co \$353.17

EC Fiber \$103.81

Priority Express \$113.30

Shana Hickman \$43.04

3. Reviewed financials

- We are projected to be over budget by \$1300. It's hard to plan toward the end of the FY because PBB sale is so late, and we can't predict whether we will come out over or under budget. Kit points out that this is important to tell the town/SB when it's time for budget presentations.

4. Librarian's Report

Librarian's Report for 6/15/2023

May Stats

Checkouts: 395 (309 last year)

ILL Requests Filled for Us: 34 (39 last year)

ILL Requests We Filled for Others: 13 (14 last year)

Overdrive: 123 (81 last year)

Visits: 370 (264 last year)

Web stats: 594 views/398 visitors

Fire Extinguisher

Vermont Fire Extinguisher did a safety check on our unit and attached it to the wall next to the

exit so that it's actually visible. (It's previously been on the steps leading to the basement.)

Create a Postcard Quilt with Beth

This was a great success. We had 7 participants, and everyone seemed quite happy with their

creations. We've scheduled another postcard quilt program for Thursday, June 22.

Telescope

Keith Lawrence stopped by to show me how to use the telescope. I've drafted a

Telescope

Lending Policy and an Agreement form for trustee approval.

Palace Project App

I worked with the Vermont Department of Libraries to connect the library to The Palace Project

app. This app doesn't replace the Libby app, but it provides access to all of the digital content

available through the Libby app, as well as additional content from the Palace

Marketplace and

the Palace Bookshelf.

Summer Reading: June 21 - August 17

We now have brochures at checkout detailing the program, and I've sent a digital copy to

Sharon Elementary School so that teachers can send them through Classtag. Meg Hopkins is

also putting it on the website and in the newsletter.

Russ held the first Magic the Gathering gathering, and there were 10 participants. I expect that

number to increase a good deal after the school year ends.

I've added a Show Off Show (a mixture of show & tell and talent show)

Wednesday, July 19 at

5pm.

If Steve is available to lead it, I'd like to schedule a star party as soon as possible so that we can

begin lending the telescope out. I was thinking of Friday, July 7.

Grants

Summer Grant

We still have about \$75 left of this grant after purchasing prizes and paying Lucia for the dance

workshop. Perhaps Emerson can play again at the party.

Winnie Belle Grant

We've received the \$500 grant check, and I'm putting together a list of nonfiction children's

books to purchase.

CLiFF Rural Library Grant

Unfortunately, we weren't awarded the Rural Library Grant this year.

Vermont Community Foundation Arts & Social Cohesion Grant

After hearing from several patrons who would like a poetry workshop, I submitted a letter of

Intent for a grant that will fund four extra hours each month to conduct a twice weekly poetry workshop

for a year. We'll see if we're invited to apply.

5. Public Comment: none

6. New Business:

- Kit's update on Friends of the Library group - Paula and Ina don't have info on this anymore.
- Little free library -
- Balloon person is able to come for our summer reading party, Aug 19th.
- Trustees approve the Telescope Lending Policy. Need to choose a date and plan a star gazing party.
- Need more Saturday volunteer interest. We need to put the Sat volunteer list into a google docs calendar.
- Summer reading - plan the end of summer reading party in July.
- Emerson's car - we would like to give him \$200 as goodwill for him being nice about the whole thing and not pursuing an insurance claim with the town. But, do we actually have a spare \$200 - need to check with Lucy, also should we do this at the start on FY24 instead of FY23?

7. Old Business:

Grant updates

Next Meeting: Thursday, May 18, 2023 at 6pm