

Pettee Memorial Library Trustees

Minutes for June 17, 2014

Present: Carolyn Palmer, *chair*; Louis Clark, *treasurer*; Ann Ottaviano, *recording secretary*; Meg Streeter, Allison Smith, *librarian* and Henriette Hamilton, assistant librarian.

Meeting called to order at 6 pm

Secretary's Report: Minutes for May 13, 2014 were e-mailed to the trustees for their review. Louis Clark moved to approve the minutes for May 13, 2014, Meg Streeter seconded, so voted.

Treasurer's Report: The financial report as of June 15, 2014 was distributed at the meeting for our consideration. General Fund Checking - \$22,839.26, Revitalization Fund Checking - \$32,440.64, Boyd Fund Checking – 27,777.24, **Total Cash Available - \$83,057.14.** Friends of the Library - \$2,482.55, Supplemental Appropriation balance - \$582.43, Unrestricted Funds - \$79,992.16, **Total - \$83,057.14.**

Meg Streeter moved to accept the treasurers report as of June 15, 2014, Ann Ottaviano seconded, all approved.

Librarian's Report: May's statistics – Circulation-1372; Attendance-1091; Website Visits-8301; Computer Usage-176.

- May's Book Club was "The Girls of Atomic City" with 5 in attendance. June's book is "The Faith Club". The discussion will be on June 25th.
- Pettee Library has approval from the Vermont Humanities Council for our August 16th event. The total cost for the event will be \$75.
- One of our patrons, Nancy Cornell, passed away last month. Her family asked that donations be made to Pettee Memorial Library in her memory. To date we have received \$375 from family and friends. \$100 has been earmarked for enhancing our children's collection. Thank you!
- Justin our "Tech Trouble Shooter" for patrons and Pettee left last Friday. He has obtained a "real job" and couldn't stay with us. He will be missed by all.
- "Geek the Library" kickoff was held over Memorial Day Weekend. The photo booth produced some great Geek pictures which may be viewed on our website.
- Allison attended a Regional meeting in Wardsboro on May 28th.
- There was a webinar on June 3rd to discuss statistics about FiberConnect. We seem to be in the middle of the pack in terms of usage.
- Focus this month will be on inventory.
- Allison has received the Vermont Department of Libraries scholarship to attend the ARSL conference in Tacoma, WA in September. She will be away September 2nd through the 6th.
- The trustees were informed that Helena received her librarian certification. Congratulations Helena!

Youth Service Librarian's Report:

- "Story Hour" well attended. This month Story Walks in Molly Stark State Park were initiated.

- Eric Carle Trip a success. Photos posted on Facebook. Received many notes from the children. Whitingham Free Library and Pettee Memorial split cost of admission and books for students. Approximately \$200 each. Pettee Memorial paid for bus transportation - \$368.25
- Two outreach programs at TVES. Grandparents' Day a success and Teddy Bear Tea.
- "Teddy Bear Tea" – information handed out individually to each family regarding "Story Hour" and summer "Story Walks", family programs, library hours and library membership.
- DCF luncheon – joint program with TVES librarian.
- SRP kickoff program with Tom Joyce at TVES – joint program with Whitingham Free Library.

Library Duties: Majority of time spent on coordinating events between schools and libraries and coordinating events for Summer Reading Programs.

- Difficult transition year for TVES/TVMS/TVHS staff and joint events.
- TVHS book club worked and plan on continuing next year.
- RIF give away/ SRP promotion Monday 6/16 at TVES.
- June 23rd Summer Reading Sign-up program 4-6pm on front lawn. Rain site in TVHS cafeteria.
- Working circulation desk, collection development, cataloging and processing books and reader advisory.

Helena would like to attend workshop E21: a conference sponsored by VT DOL and SparkFun. It begins the evening of July 31st and ends in the afternoon of August 2nd in Burlington, Vermont. The Board voted against the expenditure for said workshop due to lack of more information about content.

Old Business: Louis Clark met with Peter Wimmelman and discussed the tree to be taken down. Mr. Wimmelman suggested that the oak tree at the side of the library near the bench should be cut down as well. The trustees voted against said removal because the shade from that tree keeps the library cool during the summer months.

Ann Ottaviano volunteered to contact Doxsee Roofing again about missing slate on roof.

Meeting adjourned at 6:50 pm.

Next Meeting: Tuesday, July 14, 2014 at 6 pm.

Respectfully submitted
Ann Ottaviano
Recording secretary