

Pettee Memorial Library
Minutes for August 19, 2014

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

Meeting called to order at 6:03 p.m.

Secretary's Report: The minutes for July 8, 2014 were emailed to the trustees for their review. Meg Streeter moved to accept the minutes for July 8, 2014, Louis Clark seconded, all approved.

Treasurer's Report: Cash available as of July 31, 2014: General Fund Checking - \$30,988.36, Revitalization Fund Checking - \$32,937.94, Boyd Fund Checking - \$35,093.65, **Total Cash Available - \$99,019.95.** Friends of the Library - \$2,482.55, Grants - \$1,400.00, Endowment Funds - \$44,937.94, Unrestricted Funds - \$50,199.46, **Total- \$99,019.95.** Carolyn Palmer made the motion to accept the treasurer's report as of July 31, 2014, Meg Streeter seconded, all approved.

Librarian's Report: Circulation – 1872, Attendance – 1756, Website Visits – 31840, Computer Usage – 209.

- Website visits were three times more than average usage. May correspond to people seeking information on programming and new books,
- Attendance increase, more people starting e-book and audio book accounts.
- July's Adult Book Club "The Space between Us" had 3 in attendance during heavy rainstorm.
- Friends raised \$451 made between selling refreshments at the Summer Encore show and the Book Sale which was held during the Blueberry Block Party.
- Steve Adams installed new computer downstairs replacing the one in the handicap station. Steve also installed a hard drive on a troublesome computer.
- Attended a webinar seminar "Network Troubleshooting" on July 15th.
- Received \$800 grant towards the purchase of new electronic equipment from the Vermont State Library. Will receive a new laptop, new digital camera, large type keyboard and a few pairs of headphones to loan out.
- Vermont Movie – speakers located for all dates: Elayne Clift, columnist for *The Keene Sentinel* and *Brattleboro Commons*; Deborah Lee Luskin, author; Tom Fels, author; and Nora Jacobson, one of the directors of the movie. The programs will start at 7p.m. on 6 Saturday's between September and November.

Youth Services Librarian's Report: Total programs – 23, Total attendees – 634 (236 children, 142 teens and 256 adults).

Story Hour and Programs:

- Story walks at Molly Stark Park are well attended and will continue through Columbus Day.
- Thank you Johanna Hurwitz for reading at our PJ story time.
- Village Stroll was a success despite the rain. Jay McMahon performed at Memorial Hall.

- Wednesday Nights at the Molly Stark Park successful when weather permitted. 14 birdhouses were built. Thank you to the Park for providing wood and supplies. Lynn Levine educated us on “Animal Tracking and Scat” and special thanks to SVTNH Museum for lending us animal track molds so folks could cast tracks to take home. “Live Owls” program was popular as well. Thank you Mike Clough and SVTNH Museum.
- Middle School Summer REC collaboration was successful. Thank you Chuck from the Fire Science program at the Brattleboro Career Center and Fireman Rusty for a great program on fire safety. The REC kids loved getting hands on experience putting out a fire.
- Stuffed Animal Sleepover – children enjoyed waking up and seeing their animals on Facebook having a good time.
- Summer Encore Theatre was enjoyed by all. Thank you Whitingham Free Library for co-sponsoring the event and to the Friends of the Library for the great fruit kabobs.

Library duties:

Very busy with planning for the school term, programming, working at the circulation desk, collection development, cataloging, processing books and readers’ advisory.

Helena would like to attend DOL’s “Young Adult Program” on Friday, September 19th at Brown Public Library in Northfield. The trustees approved.

Carolyn Palmer moved that we go into executive session at 6:40 p.m. with the inclusion of librarian Allison Smith, Ann Ottaviano seconded, all approved.

We came out of executive session at 7:10 p.m. No action taken. Meg Streeter moved to adjourn the meeting, Louis Clark seconded, so voted. The meeting adjourned at 7:10 p.m.

Next Meeting: Tuesday, September 9, 2014 at 6 p.m.

Respectfully submitted,
Ann Ottaviano
Recording secretary