

Pettee Memorial Library Board of Trustees Meeting

Minutes for December 8, 2015

Present: Carolyn Palmer, *chair*; Louis Clark, *treasurer*; Meg Streeter, *secretary*, Karina Martin, Amy Swanson and library personnel: Allison Maynard and Helena Queenie.

Visitors/ Friends of the library: Alice Greenspan, Elizabeth McEwen

Meeting called to order at 6:00 p.m.

Secretary's Report: Minutes for October 15, 2015 were approved and accepted.

Treasurer's Report: Louis presented his report (details below)

Cash available as of November 3, 2015: General Fund Checking - \$30,554.96; Revitalization Fund Checking -\$66,189.58; Boyd Fund Checking - \$22,964.87 **Total Cash Available - \$119,709.41**

Friends of the Library - \$4,734.66, Grants -544.47; Endowment Funds - \$89,154.45, General Fund -\$25,275.83 **Total Cash Available - \$119,709.41.** Karina moved to accept the treasurer's report, Carolyn seconded and so voted.

Discuss of report to go in annual town report and carpet cleaning. Carolyn mentioned a petition for town meeting to create an expansion fund for the library and initial funding for that capital fund. Discussion followed with conclusion that board wasn't prepared to move ahead at this time but will discuss again at conclusion of strategic plan.

Librarian's Report: Circulation: 2035 Attendance: 1309
 Website Visits: 12527 ILLs: 23 sent/ 43 borrowed
 Computer usage: 191 One Click: 3 new/ 41 circls +

I've finally gotten together with Sheila Kearns to update our catalog in the VALS system. It was hopelessly outdated. We are now listed on the main page of the catalog, which has led to an increase in outgoing ILLs. It was changed on December 1st, and we have sent out four titles already. The November display was "Thankful for Books." We asked patrons to submit titles that they were thankful to have read. We received many responses and heard many touching stories about how books have transformed lives.

Youth Services Librarian Report: Total # of attendees: 62 kids & 7 teens & 81 adults = 150 attendees

Story time has been steady since the end of StoryWalks. The program format has changed over the month, adding more VELI (Vermont Early Literacy Initiative) activities as well as the group. New parents and families has joined us at the library.

Discussion of wish list for Friends ; ideas included taking over maintenance of the gardens, covering the circulation desk, writing press releases and calendar updates, "buying" a chair fund to replace existing library chairs, buying an arm for the TV, starting a new baby book program to coordinate with existing new baby program, new door counters, new platform for novels as Allison mentioned.

7:14 PM Carolyn moved and Meg seconded to go into executive session for evaluation of employee. So voted. 7:35 out of executive session

7:36 adjourned.

Next meeting: January 12, 2016 at 6 PM

Respectfully submitted,

Meg Streeter, Secretary