

Pettee Memorial Library Board of Trustees Meeting

Minutes for July 15, 2015

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

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

Potential Addition of Items to the Agenda: discussion of Friends of the library and their request for 1% option tax funds from the Selectboard.

Carolyn presented the revised Rules of Procedure for the Board's approval. Meg moved to adopt the Rules with one addition in item C6, 2nd by Karina and so voted.

Secretary's Report: Minutes for June 9, 2015 were emailed for review. Karina made the motion to approve the minutes of June 9, Amy seconded and so voted.

Treasurer's Report: Louis presented his report and discussed the end of the fiscal year report as well. Karina and Louis will meet with Steve Simmons at People's Bank to discuss an investment strategy for our endowment funds with the goal of having the lowest possible fund fees while picking a good balanced fund - they will report back to the full Board.

Cash available as of April 30, 2015: General Fund Checking - \$18,862.01; Revitalization Fund Checking -\$91,483.82, Boyd Fund Checking - \$20,874.65 **Total Cash Available - \$131,220.48** Friends of the Library - \$4,050.55, Endowment Funds - \$112,538.07, Grants - \$100.00, General Fund -\$14,531.46 **Total Cash Available - \$131,220.48.** Meg moved to approve the treasurer's report, Karina seconded and so voted.

Librarian's Report: **Circulation:** 1780 **Attendance:** 1674 **Website Visits:** 9022 **Interlibrary Loans:** 1 sent/ 28 borrowed **Computer usage:** 195 **One Click:** 5 new/ 36 circs +

- On Wednesday, June 10th, we held our first Task Force meeting for strategic planning. 21 people attended, three of them men. The community responses were insightful and refreshing. I will discuss at the meeting the results of this discussion, as they are too lengthy to list here. We may want to brainstorm a few more names, especially those in the male category.
- The Steering Committee will be meeting on Tuesday, July 21st to discuss the results of the first Task Force meeting and plan for the second meeting.
- The Adult Book Club met on June 25th to discuss "Going After Cacciato" by Tim O'Brien. It was a heart-wrenching, disturbing story of the Vietnam War. 5 people came to discuss. We are reading "Unbroken" for July 23rd's Book Club meeting, where we will discuss and watch the movie.
- Eric Sprenger began installing the new bookshelves in the Children's Room. They will be a welcome addition to the small area.

- On Tuesday, July 7th, I had a “Movie Night for Adults.” I showed the movie “American Sniper,” which was very graphic and sad. We had an attendance of three.
- On Thursday, July 9th, I held a “BYOD- Bring Your Own Device” Workshop. I was pleasantly surprised to have five people bring laptops and iPads in ask questions and learn how they work.

Youth Services Librarian's Report: Total programs: 14

Total attendees: 366 kids*, 15 teens, 77 adults (includes elementary school visits)

- We had an awesome June with class visits, annual Eric Carle Museum Trip for the TVES 2nd graders, and a great performance by Stephen Coronella for the Summer Reading Program Kick-off. Both the museum trip and Kick-off performer was co-sponsored by Whitingham Free Library and Pettee.
- Story times have been consistent and serving both the public and a day care center.
- StoryWalks® have started, in collaboration with Molly Stark State Park staff. They are well attended and there are some great guest speakers throughout summer and fall. In addition, Wednesday night July programs at the Molly Stark State park feature "Heroes of the Environment".
- Family movie had a good turnout. Because the crowd was older, audience **voted on a** Harry Potter movie instead. Gotta love books to movies!
- Helena applied for Pettee to be in the 2015 Vermont Reads program, reading *Haroun and the Sea of Stories* by Salman Rushdie in summer/fall in collaboration with local schools

Allison presented a slide summary of the first strategic planning task force session and we discussed the strengths, weaknesses and suggestions from the task force. Further discussion will be had after the second and final community meeting.

We discussed at length the recent Friends activity in requesting \$8,390 from the Selectboard to market the library. This had not been discussed with the Board. We decided to have a joint meeting with the Friends in September to discuss mutual priorities and interests, accounting for funds and other matters.

7:53 PM Meg moved to enter executive session to discuss employee performance, 2nd by Karina and so voted. 8:04 out of executive session. Carolyn moved to employ Claudia Green to work up to 4 hours per week at \$14 per hour to assist with children/youth programs, 2nd by Meg and so voted.

Next Meeting: will be Thursday **August 13th at 6:00 p.m.** rather than the normally scheduled date of Tuesday August 11th.

Meeting adjourned at 8:08 p.m. (moved by Meg, seconded Karina and so voted)

Respectfully submitted,

Meg Streeter, Secretary