

**Pettee Memorial Library
Minutes for April 10, 2012**

Present: Present: Franklin Reeve, *chair*; Louis Clark, *treasurer*; Ann Ottaviano, *recording secretary*; Meg Streeter, Amity DeAngelis, *librarian* and Harriette Hamilton, *assistant librarian*.

Secretary's Report: The minutes for March 13, 2012 were emailed to the trustees for their corrections or approval.

Treasurer's Report: The financial reports as of March 31, 2012 were emailed to the trustees for their consideration.

1. Account balances as of March 31, 2012:

General Fund cash	\$ 45,384.06
Endowment Funds:	
General Endowment:	
Cash	\$ 94,934.55
Due from General Fund	5,250.00
Total General Endowment	\$100,184.55
Pool Bequest:	
Cash – Peoples United Bank	4,384.57
Cash – Peoples Securities	21,310.04
Total Pool Bequest	25,694.60
Willard Fund:	
Cash – Peoples Securities	13,686.90
Boyd Fund:	
Cash - Merchants	21,816.65
Total Endowment Funds	\$ 162,635.94

2. Total contributions to the Children's Activity Fund in memory of Laurel Fox are \$850.

Franklin Reeve moved to accept the minutes for March 13, 2012 and the treasurer's report as of March 31, 2012, Meg Streeter seconded, all approved.

New Business: Franklin reviewed the trustee schedule for Sunday library duty through the month of July. Those present marked their calendars.

Librarian's Report:

Programs: Book Club for Adults: *Girl with the Dragon Tattoo* had four in attendance. Local Author Meet & Greet: Stephanie Kathan was attended by 14. There will be a Computer Basics Program: Searching the Internet on April 18th at 1p.m. Our next Book Club for Adults will be *Water for Elephants* on May 1st at 6p.m.

Completed Projects: Attended webinars on *Being Customer Focused* and *Adult Programs on a \$0 Budget*. Weeded Reference section and organized Margaret Greene Room. We own 17 out of 50 of DOL's recommended VT History core collection. Harriette will order a few at a time. Friends of the Library forms have been placed on the circulation desk and on the website. Recorded Books OneClickDigital is up and has been advertised.

Upcoming Projects: VLA Library Leadership workshop on April 13th in Hanover. Adult

Program Swap workshop on April 19th in Barre.VT.

Approved: The Brattleboro Roofing Company should return to inspect slate roof. An order in the amount of \$40. for bookmarks for Volunteer Appreciation should be placed with Ellie Rudin. Signage should be changed with new library hours.

Franklin Reeve moved to have Steve Adams order a new Dell laptop with locking device for upper stacks, Louis Clark seconded, all approved.

Maintenance: Bay State inspected lift. They will repair the electrical signal after locating the the correct blueprints. Mike Redin is reviewing lock systems for downstairs cabinets and will give Amity price quotes.

Children's Librarian Report:

Story Hour and Programs: The March Extravaganza Program with Laura Stevenson was a huge success. The program is held the 2nd Monday of each month since there is a half day in-service at the local schools. Our first Teen Book Club had one teen and two adults due to a conflict with a school dance.

This week we will be building bat houses at the So. VT Natural History Museum. Thank you Gary Debarbara who volunteered to measure and cut the boards while my son, Willie, and I tied them into separate packages. Many thanks to WW Building Supply for their donation of nails and brushes and their generous discount on wood and paint.

Library Duties: I attended the Summer Reading Program workshop in Ludlow, VT. The theme is "Dream Big". For story hour programs we will be exploring night-time animals. The older children's programs will be night sky and night animals and their habitat. On Thursday morning, the 2/3 grades at DVES will be visiting the library and Food Pantry. The children will tour the library, checkout books and do a craft.

Patsy Melhop is firming up a date in May for the DVES 2nd graders trip to the library sponsored Eric Carle Museum trip.

Next Meeting: The meeting is postponed until May 15th, 2012 at 4p.m.

Respectfully submitted,
Ann Ottaviano
Recording secretary