

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

Present: Franklin Reeve, *chair*; Ann Ottaviano, *recording secretary*;
Meg Streeter, Carolyn Palmer, Amity DeAngelis, *librarian*; Harriette Hamilton, *assistant librarian* and Helena Queenie, *children's librarian*.

Secretary's Report: The minutes for December 13, 2011 were emailed to the trustees for their corrections or approval.

Treasurer's Report: The treasurer's report was emailed to the trustees for their consideration.

1. Account balances as of December 31, 2011:

General Fund cash	\$ 10,837.03
Endowment Funds:	
General Endowment:	
Cash	\$ 16,328.95
Investments	72,297.48
Due from General Fund	5,250.00
Total General Endowment	93,876.43
Pool Bequest:	
Cash	4,381.06
Investments	20,115.11
Total Pool Bequest	24,496.17
Willard Fund:	
Cash	(519.79)
Investments	13,410.08
Total Willard Fund	12,890.29
Boyd Fund:	
Cash - Merchants	21,812.98
Total Endowment Funds	\$ 153,075.87

Franklin Reeve made the motion to accept the minutes for December 13, 2011 and the treasurer's report as of December 31, 2011, Carolyn Palmer seconded, all approved.

The library received a "Thank You" note from Cindy Eckert expressing how pleased she is about our Sunday hours.

Librarian's Report: The board approved our librarians "overdue and lost items policy" as well as her recommendation to set up an account with Audio Editions for our audio acquisitions. Amity has posted valuable information about Destiny Quest, Universal Class and our new hours on Facebook. We hope our patrons will use this site often.

Amity has visited the elementary and middle schools in order to meet the librarians and to inform the students about our programs and access to Listen Up Vermont.

The trustees approved Amity's suggestion to subscribe to FatCow for web hosting. Our librarian would create a website that would be solely for Pettee Memorial. We also agreed to her new program ideas.

We had a discussion about Friends of the Library and will continue our discussion at our February meeting. Amity is encouraging our children's librarian, Helena Queenie, to apply for the Winnie Belle Learned grant for funds to be used for juvenile services.

One of our patron counters has ceased to operate and the board encouraged Amity to purchase a new one. The board also approved the downloading of free parental controls for the computers in the Children's Room.

Children's Librarian Report: We had a great holiday turnout for Santa's Workshop and Santa and Mrs. Claus' visit. Helena thanks Alice Greenspan for helping with bows, Linda Green with supplies, McKinley Tree Farm, the Debararas, Sprengers and Levans for Christmas tree greens, Boyd Family Farm for bows and ribbon, Lady of Fatima Ladies Guild for arts and crafts supplies. Caroline and Leo Sanzone and Elise and Lexi Huntley for volunteering to oversee art tables. She thanks Jeanette Boos for taking photos and Harriette Hamilton for maintaining order. A great success due to a joint effort by all.

Next Meeting: Tuesday, February 14, 2012 at 4PM

Respectfully submitted,
Ann G. Ottaviano
Recording Secretary