

Pettee Memorial Library Trustee Meeting

May 9, 2023

5:00PM in the Library

agenda

Present: Carolyn Palmer, chair; Louis Clark, treasurer; Marie Paige, secretary; Monique Johnson, Allison Maynard, Angela Yakovleff

Meeting called to order: 5:30pm

Potential addition of items to the agenda: proposal for maintenance of the grounds

Proposal includes items such as; drainage, fixing the stone benches, and restoring the section of the garden impacted by the telephone pole placement.

Louis made a motion to approve the proposal for grounds' work.

Monique seconded the motion.

All approved.

Public Comments

Secretary's Report: April

Louis made a motion to accept the April minutes.

Carolyn seconded the motion.

All approved.

Treasurer's Report: April

Marie made a motion to accept the April report.

Monique seconded the motion.

All approved.

Librarian's Report:

Renovation Celebration Friday, June 23 - 4pm to 7pm

Allison will contact La Casita about the possibility of them catering the event.

Youth Librarian's Report:

Meeting adjourned: 6:14pm

Louis made a motion to adjourn the meeting.

Monique seconded the motion.

All approved.

Next Meeting: June 13, at 5pm in the library

Reports attached

Respectfully submitted by Marie Paige, secretary

May 9th Director's Report

April's Statistics:

Circulation: 17

Website visits: 6894

Computer usage: 0

Attendance: 0

ILLs: 0 borrowed/0 loaned

Palace: circs / new patrons

- As I write this, the furniture is being installed upstairs! The flooring is just about done, the painting is done, the lighting is very close to being done, and the mural is done. We are on track to begin moving books back upstairs on Wednesday, May 10th. We may need to spend some time cleaning beforehand. I want to do the moving upstairs in a methodical manner, as I'm not positive about where everything is going to go. While I'm doing that, Angela is going to work on reclaiming her space and moving the YA books upstairs. I estimate that we will need at least a week to finish up, so I am thinking that we should consider reopening on Monday, May 22nd. I would also like to schedule a reopening party so that we can start planning it.
- Doug has not yet received the new side door that he ordered for us but will install it as soon as he does.
- We finally finished relabeling all the nonfiction books.
- My next focus is on setting up all the new computers.

Respectfully submitted,

Allison Maynard

**PETTEE MEMORIAL LIBRARY
TREASURER'S REPORT
April 30, 2023**

	Total	General Fund	Revitalization Fund
Cash available as of March 31, 2023:			
General Fund Checking	\$ 74,690.21	\$ 74,690.21	
Revitalization Fund Checking	175,152.95		\$ 175,152.95
Total Cash Available	<u>\$ 249,843.16</u>	<u>\$ 74,690.21</u>	<u>\$ 175,152.95</u>
Friends of the Library	\$ 7,728.67	\$ 7,728.67	
Unexpended Grants	944.47	944.47	
Credit Card Payable	-	-	
Payroll Taxes Payable	1,427.40	1,427.40	
General Fund	62,789.11	62,789.11	
Renovation Fund	73,423.99	1,800.56	\$ 71,623.43
Town Capital Fund	13,805.35		13,805.35
Endowment Funds	89,724.17		89,724.17
	<u>\$ 249,843.16</u>	<u>\$ 74,690.21</u>	<u>\$ 175,152.95</u>

General Fund Balance 6/30/22	\$ 26,536.57
Current Year Income (Loss)	36,252.54
General Fund Balance	<u>\$ 62,789.11</u>

Youth Librarian Report

April, 2023

Storytime

Due to renovations there has been no storytime.

I was finally able to put up a new storywalk around the library.

I contacted Kay at Beaver Brook Preschool. I hope to visit for a special storytime to reconnect with the older kids before summer since they will only be able to come once more before school lets out in June. Hopefully some of the new books I've ordered will be in so I can read and introduce a few. We are trying to set up a date. Kay has agreed to put our summer performer on their calendar.

Carol McGranaghan will be presenting a program on Wild edibles and Vermont History from an Abenaki perspective on June 8.

I've been following up on information I gained from workshops at the VLA conference early in the month. I attended a great session on STEAM and how to apply it to various library programs and activities.

I also attended an informational session on this year's Vermont Reads program offered through Vermont Humanities. I'll be applying to participate in the program soon.

I've attended several webinars during the month covering programming, sustainability, collection organization and exhibits that highlight the library programs.

There will be lots of new books available when we reopen. I've been planning the new space.

This week I will begin packing up YA books.

Respectfully submitted,

Angela Yakovleff