

# **Pettee Memorial Library Trustee Meeting**

June 13, 2023

5:00PM in the Library

agenda

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

**Meeting called to order:** 5pm

**Potential addition of items to the agenda:**

**Public Comments:**

**Secretary's Report:** May

Monique made a motion to accept the May minutes.

Louis seconded the motion.

All approved.

**Treasurer's Report:** May

Marie made a motion to accept the report.

Chrystal seconded the motion.

All approved.

**Librarian's Report:**

Dale Doucette is going to donate the sign for the front of the library.  
The board discussed possible future options for weeded book storage

**Youth Librarian's Report:**

**Opening Celebration**

Anchor is catering

4 to 7pm on Friday, June 23

**Meeting adjourned:** 5:52pm

Chrystal made a motion to adjourn.

Louis seconded the motion.

All approved.

**Next Meeting:** July 11th

Reports attached

Respectfully submitted by Marie Paige, secretary

## June 13th Director's Report

### May's Statistics:

Circulation: 419

Website visits: 7486

Computer usage: 5

Attendance: 522

ILLs: 41 borrowed/21 loaned

Palace: circs / new patrons

- It was a lot of work, but we finished the renovation and have reopened! It took days of shelving books, weeding, and cleaning. Angela and Linda spent many hours getting everything in place, including one day where we worked more than 14 hours.
  - There are still a few things that need to be completed. There is electrical work that needs to be done and we are trying to order a few more shelves to give the books more space.
- After talking with our current cleaning service, we've determined that we probably need a new cleaning service. Our current cleaner, Danny Lacey, is asking for \$30/week more to clean the wood floors. He encouraged us to look elsewhere. I've reached out to a few people to see if they are taking new clients and are waiting for responses.
- On Wednesday, June 7<sup>th</sup>, Rotary had a breakfast meeting at the library. Everyone was very impressed, and they presented us with a plaque to commemorate the renovation.
- The same day, Doug Furlon installed a new side door to replace the one that was falling apart. We are very excited that it closes and will hopefully keep the library warmer in the winter.
- We again find ourselves in need of storage. Apparently, there will be an open house at the old firehouse and the books stored there will be an eyesore. Could we possibly investigate purchasing a storage shed to install at the rear of our property?
- Donnamarie and Billy Hunt did a great deal of work around the property, pulling out a hydrangea that repeatedly overgrew its space and blocked the emergency exit window from downstairs. Billy resealed the benches and added some drainage in that corner. They spread grass seed and are replacing the hydrangea with plants that will not prevent the emergency exit from opening.
- Richard Hawes came to see me to look at the bricks downstairs. He recommended covering them with stucco, which would stop the bricks from degrading and would add a moisture barrier. He would not have time to do the work until fall/winter.
- The library grand reopening party will be held June 23<sup>rd</sup> and will be catered by the Anchor. Carolyn has been in talks with Sue to set the menu.
- We were featured on the front page of the newspaper last weekend. We'll hopefully have more press coverage soon.

Respectfully submitted,

Allison Maynard

## Youth Librarian Report

May, 2023

Storytime wasn't held in May because of renovations. The first date would have been May 29, Memorial Day. We have resumed in June.

On May 25 I visited **Beaver Brook Preschool for a special storytime**. I was able to read books, show some of the new books, tell them about the new look at the library, and get them excited about visiting in June.

I've been preparing new books for **summer storywalks** at the Molly Stark State Park. Storytime will move to the park **July 10 through August 28**. I'm planning a **Summer Reading Kick-off on June 28** from 1:00-3:00 PM. Patrons Pre-K-adult will have the opportunity to plant a sunflower to create a sunflower house. My husband is making a 4'x4' bed where the kids can go to sit and read once the sunflowers grow. We will also make ice cream in a bag and sign up for summer reading.

This year's seeds from Slow Food arrived. This year the focus is greens. We also have some donations of seeds from a patron and several varieties of beans from last season. We will be planting the beds soon.

Twin Valley **first graders came for a visit**. There were **20 kids and 2 adults**. They toured the library, listened to stories and planted bean seeds. Kids who didn't have library cards were invited to visit with their parent to get their own library card. At least one student took advantage of this.

We held a **program on container gardens for herbs and vegetables**. There were **7 in attendance**. Carol McGranaghan is rescheduled for June 15 when she will present a **program on Wild edibles and Vermont History from an Abenaki perspective**. This is the final program in our gardening series.

I've received more information on the **Good Citizen Challenge**. It's a bit different than the original information indicated so I am trying to decide on the best way to present it and participate.

I applied to participate in the **2023 Vermont Reads Program**. Whitingham Library will again be partnering with us. There are several activities we'll plan in the fall.

The QYD (Quality Youth Development) teen group brought in the plant pots they decorated and planted for the teen room. They tried out the computers while they were at the library. Some came back on their own. Several books have been checked out. The high profile space seems to be a positive change.

I attended a **webinar** on Library services for Homeschoolers.

Respectfully submitted,

Angela Yakovleff

**PETTEE MEMORIAL LIBRARY  
TREASURER'S REPORT  
May 31, 2023**

	Total	General Fund	Revitalization Fund
Cash available as of May 31, 2023:			
General Fund Checking	\$ 60,511.26	\$ 60,511.26	
Revitalization Fund Checking	145,167.01		\$ 145,167.01
Total Cash Available	<u>\$ 205,678.27</u>	<u>\$ 60,511.26</u>	<u>\$ 145,167.01</u>
Friends of the Library	\$ 7,728.67	\$ 7,728.67	
Unexpended Grants	944.47	944.47	
Credit Card Payable	695.42	695.42	
Payroll Taxes Payable	2,114.59	2,114.59	
General Fund	51,373.28	51,373.28	
Renovation Fund	39,283.52	(2,345.17)	\$ 41,628.69
Town Capital Fund	13,806.53		13,806.53
Endowment Funds	89,731.79		89,731.79
	<u>\$ 205,678.27</u>	<u>\$ 60,511.26</u>	<u>\$ 145,167.01</u>

General Fund Balance 6/30/22	\$ 26,536.57
Current Year Income (Loss)	24,836.71
General Fund Balance	<u>\$ 51,373.28</u>