

Pettee Memorial Library Trustee Meeting

August 8, 2023

5:00PM in the Library

Agenda

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

Meeting called to order: 5:04pm

Potential addition of items to the agenda: Add executive session at the end of the meeting for personnel discussion.

Public Comments: none

Secretary's Report: July minutes

Louis made a motion to accept the July minutes.

Chrystal seconded the motion.

All approved.

Treasurer's Report: July Report

Monique made a motion to accept.

Chrystal seconded the motion.

All approved.

Librarian's Report: Allison to research fiber internet and telephone options.

Youth Librarian's Report:

Board went into Executive Session: 5:48pm with Allison Maynard

Board left executive session: 6:10pm

Allison Maynard will post job listing to the Deerfield Valley News and the Chamber of Commerce Job Board.

Meeting adjourned: 6:14pm

Chrystal motioned to adjourn the meeting.

Louis seconded the motion.

All approved.

Next Meeting: Sept 12, 5:00pm in the library

Reports attached

Respectfully submitted by Chrystal Holt

PETTEE MEMORIAL LIBRARY			
TREASURER'S REPORT			
July 31, 2023			
	Total	General Fund	Revitalization Fund
Cash available as of July 31, 2023:			
General Fund Checking	\$ 10,886.50	\$ 10,886.50	
Revitalization Fund Checking	157,157.28		\$ 157,157.28
Total Cash Available	\$ 168,043.78	\$ 10,886.50	\$ 157,157.28
Friends of the Library	7,169.01	\$ 7,169.01	
Unexpended Grants	1,244.47	1,244.47	
Credit Card Payable	124.80	124.80	
Payroll Taxes Payable	1,471.86	1,471.86	
General Fund	15,547.12	15,547.12	
Renovation Fund	26,964.92	(14,670.76)	\$ 41,635.68
Town Capital Fund	9,847.26		9,847.26
Endowment Funds	105,674.34		105,674.34
	\$ 168,043.78	\$ 10,886.50	\$ 157,157.28
General Fund Balance 6/30/23	\$ 27,216.57		
Current Year Income (Loss)	(11,669.45)		
General Fund Balance 6/30/23	\$ 15,547.12		

August 8th Director's Report

July's Statistics:

Circulation: 1,248

Attendance: 2,074

Website visits: 7,354

ILLs: 89 borrowed/44 loaned

Computer usage: 67

Palace: 50 circs /0 new patrons

- The electricians have done some more work and our rail lights and phone lines are installed. When Doug returns from vacation he will finish installing the security system and audio system. Brandon and the town guys are working on installing the projection screen.
- Marie Gotti has agreed to start cleaning the library. She will charge \$95/week and comes highly recommended.
- August has kicked off with a bang here! Town is hopping, people are reading like crazy, and we are averaging more than 100 people a day through our doors. Blueberry Block Party was the busiest I've ever seen. The next downtown event is August 19 and we'll be celebrating a Mid Summer's Day Dream. There are plans for Fairy Houses, fairy flower wreaths, etc. The library will be hosting a craft on the lawn and will be a location for a fairy house for the scavenger hunt.
- Despite it being a rainy day, we had 14 people attend our first DIY project - Beeswax Wraps. We had to meet outside, but the new pop-up tents the Friends purchased worked perfectly to keep us covered and keep the wax melting. Our next project is on Thursday, August 17th and we'll be crafting wreathes (really door hangers) made from Dollar Store pizza pans.
- Book Club met on July 19th with an attendance of 6 to discuss *Everyone in My Family Has Killed Someone*. Almost everyone enjoyed the tongue-in-cheek humor. In August, we'll be discussing *People We Meet on Vacation* by Emily Henry. Finally, a light beach read before we go into Recovery Month in September and Vermont Reads in October.
- We had a staff meeting Friday, August 4 to discuss a going away dinner for Linda. We also discussed the art of "reference interview," a term that describes the best way to interact with a library user to help them find the information they need.
- The elevator company came to do the yearly check on the lift and it worked well for them. It will be inspected in August.
- I'd like to contact a tree trimming service to look at the oak tree on the south side of the building. The branches are up against the building and on the roof.
- There are greens from the garden ready to go if anyone wants some. There are mustard greens, kale, collards, and romaine.

Respectfully submitted,

Allison Maynard

Youth Librarian Report
July, 2023

Storytime	Kids	Adults
July 3	10	6
July 10	2	1
July 17	4	3
July 31	7	9

StoryWalk got off to a slow start. Our first day at the park, July 10 was pouring so we met at the library. There were 2 kids who joined me. The following week local summer camps were in full swing so we were competing with them. The final two weeks of July we had a few more kids. Several of those who joined us were visitors to Wilmington who were looking for fun activities for their young children.

The Library donated some books to the Park's Little Library. They were very appreciative.

Ed Pops's Amazing **Flea Circus** returned after about five years. Beaver Brook Camp and Wilmington Rec brought their kids. We had **53 attendees** ranging in age from preschool through adult. Ed was very well received.

We showed a **family movie**, the Mario Movie, at dusk on July 7. Weather did not cooperate so we had to move it inside. We had **16 people** attend.

The **Community Pizza and Puzzle Night** was a lot of fun. We had a 101 piece puzzle for kids that had a search and find feature once it was completed, and a 2000 piece puzzle for adults that we are still working on. New friends were made and there was lots of cooperation and strategy building. There were **17 participants**.

There was a very low participant sign up for Lunch Bunch this year. It runs on Tuesdays from August 1-22.

Three kids signed up at the library for the **Good Citizen Challenge**. I will be offering a couple of pop-up activities in August.

There are **37** participants in our **summer reading program**. A majority of them are adults. Take a look at our reading tree to find titles patrons are choosing.

Respectfully submitted,
Angela Yakovleff