

Pettee Memorial Library Trustee Meeting Minutes

March 12, 2024

5:00PM in the library

agenda

Present: Carolyn Palmer, chair; Louis Clark, treasurer; Marie Paige, secretary; Chrystal Holt, Kyrra Howard

Meeting called to order: 5:01pm

Election of Officers and Determination of meeting times

Election of Officers

Marie nominated Carolyn Palmer as chair.

Chrystal seconded the nomination.

All approved.

Carolyn nominated Louis Clark as treasurer.

Chrystal seconded the nomination.

All approved.

Chrystal nominated Marie Paige as secretary.

Carol seconded the nomination.

All approved.

Meeting time

The second Tuesday of the month at 5pm in the library

Potential addition of items to the agenda:

Public Comments:

Secretary's Report: February 13

Chrystal made a motion to accept the February minutes.

Louis seconded the motion.

All approved.

Treasurer's Report: February

Chyrstal made a motion accept the February report.

Marie seconded the motion.

All approved.

Director's Report: February

Two grants were written this month requesting funds for the heating system.

The library will be closed March 25-28 for masonry work.

Discussion about job descriptions

Chyrstal made a motion to adopt the job descriptions as revised in the meeting.

Louis seconded the motion.

All approved.

Historical items

Agreed to send a few items to the Wilmington Historical Society

Meeting adjourned: 6:05pm

Next Meeting: April 9, 2024 at 5:00pm

Reports attached

Respectfully submitted by Marie Paige, secretary

March 12th - Director's Report

February's Statistics:

Circulation: 1001	Attendance: 1,580
Website visits: 9,564	ILLs: 48 borrowed/33 loaned
Computer usage: 53	Palace: 48 circs /5 new patrons
New Patrons: 6	Adult Programs held: 10 /44 attendees
Children's Programs held: 11 / 68 attendees	

- Building updates
 - "A Lady Electrician LLC- Jaime Howes" installed the Emergency Exit Light over the side door
- We had Evelyn Vaccaro come to give a Film and TV Talk about working in the film industry and working as a stunt person. There were 9 in attendance, including two youth that were looking to get involved in film and get audition tips.
- On the 10th, Monique hosted a card-making workshop and the 7 attendees learned how to iris fold a heart.
- Cookbook Club met and discussed Erin French's *Big Heart Little Stove Cookbook*. This month is Maple Month.
- I helped at the Wilmington Works Winterland Warmup event on the lawn of Memorial Hall. It was well attended, and I got to talk to attendees about library programs and services.
- Book Club had 12 attendees to discuss *The Vanishing Half* by Brit Bennett. March is Anita Diamant's *The Boston Girl*.
- The Friends worked throughout February collecting and assembling the raffle baskets for town meeting day.
- On the 29th I was able to attend a Solar Eclipse webinar to talk with other Vermont librarians about what events they are hosting for the day of the Eclipse.
- Updates continue to Biblionix to get ready for the transition to Koha in the future.
- We started a new Trex plastics challenge this month and received our bench from the last challenge.
- Hope held a Winter Festival on the 21st while school was on break and had 24 attendees to make pinecone bird feeders, try out our snowshoes, and paint on the snow/ice.
- She also hosted a Tiny Paint party to get more excitement about our Tiny Art Show and there were 3 attendees.
- Hope, Laura, and I met to start planning our Summer Reading Program. Stay tuned!
- Upcoming Events-
 - Tiny Art Show, up for the month of March.
 - Craft and Crochet- Every Tuesday at 2pm
 - Upcycling- March 13th 12-2pm
 - Cookbook Club - Maple Month March 13th at 6pm

- Writers' Group- March 14th at 4pm
- Preparing for the Eclipse- March 18th at 6pm
- Book Club- *The Boston Girl* on March 20th at 6pm
- Closed for Masonry- March 25th-28th

Respectfully submitted,

Kyrra Howard

Library Director