

## **Pettee Memorial Library Trustee Meeting Minutes**

Tuesday, April 9, 2024

5:00PM in the library

### **agenda**

**Present:** Carolyn Palmer, chair; Louis Clark, treasurer; Marie Paige, secretary; Monique Johnson, Kyrra Howard

**Meeting called to order:** 5:00pm

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

**Public Comments:**

**Secretary's Report:** March 12

Louis made a motion to accept the March minutes.

Monique seconded the motion.

All approved.

**Treasurer's Report:** March

Marie made a motion to accept the March report.

Monique seconded the motion.

All approved.

**Director's Report:** March

**Meeting adjourned:** 5:25pm

Louis made a motion to adjourn

Monique seconded the motion.

All approved.

**Next Meeting:** May 14, 2024

Reports attached

Respectfully submitted by Marie Paige, secretary

**PETTEE MEMORIAL LIBRARY  
TREASURER'S REPORT  
March 31, 2024**

	Total	General Fund	Revitalization Fund
Cash available as of March 31, 2024:			
General Fund Checking	\$ 18,649.90	\$ 18,649.90	
Revitalization Fund	171,125.86		\$ 171,125.86
Total Cash Available	<b>\$ 189,775.76</b>	<b>\$ 18,649.90</b>	<b>\$ 171,125.86</b>
Credit Card Payable	\$ 2.92	\$ 2.92	
Friends of the Library	9,334.57	9,334.57	
Unexpended Grants	1,244.47	1,244.47	
Prepaid Expenses	(350.00)	(350.00)	
Payroll Taxes Payable	1,603.07	1,603.07	
General Fund	6,814.87	6,814.87	
Renovation Fund	35,708.64	-	\$ 35,708.64
Town Capital Fund	4,493.71		4,493.71
Endowment Funds	130,923.51		130,923.51
	<b>\$ 189,775.76</b>	<b>\$ 18,649.90</b>	<b>\$ 171,125.86</b>

General Fund Balance 6/30/23	\$ 27,901.26
Prior year adjustments	3,625.00
	<u>\$ 31,526.26</u>
Current Year Income (Loss)	(24,711.39)
General Fund Balance 3/31/24	<u><u>\$ 6,814.87</u></u>

## April 9<sup>th</sup> - Director's Report

### March Statistics:

Circulation: 702	Attendance: 1,470
Website visits: 14,420	ILLs: 48 borrowed/33 loaned
Computer usage: 55	Palace: 42 circs /x new patrons

Adult Programs held: 10 /44 attendees

J Prog. held: 10/40 attendees

General Programs: 3/51 attendees

- Building updates
  - Masonry repairs downstairs done. Outside sealant to be applied this summer.
  - New faucet in bathroom downstairs after old one broke.
- Cookbook Club - Maple Month was a big hit with 10 attendees to sample and share maple recipes.
- Book Club had 8 attendees to discuss Anita Diamant's *The Boston Girl*.
- The Friends were able to raise \$539 on town meeting day with raffles and baked goods, and the coffee donated from A1.
- The Tiny Art Show had 56 entries from the community, Voices of Hope, and school. The reception was heartening to see artists share their creations and there were many guests throughout the month.
- We have 121 lbs. towards our new Trex plastics challenge.
- Laura hosted a Taylor Swift Party with 13 Swifties of all ages to enjoy Taylor's favorite snacks, trivia, and music.
- Laura and Lynne have been helping with weeding Juvenile books, reorganizing shelving, and creating labels for easier access.
- Hope and Laura hosted a Maple Monday Storytime with 13 attendees to learn about making maple syrup.
- Hope had 6 attendees for her Upcycling Program turning t-shirts into braided rugs and jewelry.
- Preparing for the Eclipse packed the library with 32 attendees to listen to Claudio Veliz talk about the upcoming eclipse. We are now passing out the eclipse glasses to the public.
- Vermont Computers- came to perform some networking updates, put in a new firewall, and finalize our transition to fiber.
- Summer Reading Program will kick off with a program by the Southern Vermont Natural History Museum on Saturday June 29<sup>th</sup>. August 1<sup>st</sup> we will be having a "Touch a Truck"

event at the Wilmington Flea Market Grounds. Local services and resources will bring their large vehicles for kids to explore and learn about what they do for the community.

- Crochet for a Cause drew 5 attendees to learn how to crochet and where they might locally donate their handmade crafts to.
- We recently received the ARSL Penguin Random House Small & Rural Libraries Grant. We will be working with a Penguin Random House representative to acquire \$500 worth of new materials for parents and children to update our collection.
- Vermont Library Association Conference May 20<sup>th</sup> – I will be attending the conference and will be on the Sustainable Libraries Initiative Panel with our SLI working group.
- I have designed a new Welcome Card to give to patrons when they sign up for a library card. It has library history, hours, and resources for patrons.
- Vermont Libraries podcast, Where The Books Are Now, recording next week discussing what is unique about Pettee Memorial Library
- Upcoming Events-
  - Chess Club- Thursdays 12pm
  - Craft and Crochet- Every Monday at 12pm
  - Eclipse- April 8<sup>th</sup> at 2pm
  - Silent Book Club- April 10<sup>th</sup> at 6pm at The Nutmeg
  - Writers' Group- April 11<sup>th</sup> at 4pm
  - Read and Run 5K- fun runs April 15<sup>th</sup> and May 6<sup>th</sup> at 4pm, 5k for Grace Cottage Hospital May 11<sup>th</sup> at 8:30am
  - Poetry Workshop with Vermont River Conservancy- April 18<sup>th</sup> at 4pm
  - Book Club- *Where the Forest Meets the Stars* by Glendy Vanderah on April 17<sup>th</sup> at 6pm
  - Terrariums- April 23<sup>rd</sup> at 10:30am
  - Cardboard Creations- April 24<sup>th</sup> at 11am
  - Solitaire Games with Nicki Steel- April 27<sup>th</sup> at 2pm

Respectfully submitted,

Kyrra Howard

Library Director