

Pettee Memorial Library Trustee Meeting Minutes

June 11, 2024

5:00PM in the library

agenda

Present: Carolyn Palmer, chair; Louis Clark, treasurer; Marie Paige, secretary; Chrystal Holt, Monique Johnson

Meeting called to order: 4:30pm

Potential addition of items to the agenda

Christine Richter-town finance officer

Wanted to let us know that new town auditing firm, Sullivan and Powers, would like to go through the library books in September. They will look at the books that end August 30 of this year.

Public Comments:

Secretary's Report: May 14

Monique made a motion to accept the May report.

Carolyn seconded the motion.

All approved.

Treasurer's Report: May

Marie made a motion to accept the May report.

Chrystal seconded the motion.

All approved.

Capital Fund - Heat Pump

Carolyn made a motion to use some of the renovation fund money to pay for replacing the heat system.

Louis seconded the motion.

All approved.

Director's Report: May

Executive Session: 5:18pm

performance appraisals, payroll FY 2025 Director Search/recommendations

Out of executive session ended : 6:29pm

Board decided to offer Jeremy Max Hunt the position of Director of the Library.

Louis made a motion to offer Mr. Hunt the position.

Marie seconded the motion.

All approved.

Meeting adjourned: 6:41pm

Monique made a motion to adjourn.

Chrystal seconded the motion.

All approved.

Next Meeting: 5:00PM on July 9, 2024 in the library

Reports attached

Respectfully submitted by Marie Paige, secretary

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

	Total	General Fund	Revitalization Fund
Cash available as of March 31, 2024:			
General Fund Checking	\$ 80,242.42	\$ 80,242.42	
Revitalization Fund	183,140.44		\$ 183,140.44
Total Cash Available	\$ 263,382.86	\$ 80,242.42	\$ 183,140.44
Credit Card Payable	\$ 582.75	\$ 582.75	
Friends of the Library	9,873.57	9,873.57	
Unexpended Grants	11,284.07	11,284.07	
Prepaid Expenses	(350.00)	(350.00)	
Payroll Taxes Payable	2,231.84	2,231.84	
General Fund	56,620.19	56,620.19	
Renovation Fund	34,260.57	-	\$ 34,260.57
Town Capital Fund	16,494.50		16,494.50
Endowment Funds	132,385.37		132,385.37
	\$ 263,382.86	\$ 80,242.42	\$ 183,140.44

General Fund Balance 6/30/23	\$ 27,901.26
Prior year adjustments	4,569.47
	<u>\$ 32,470.73</u>
Current Year Income (Loss)	24,149.46
General Fund Balance 4/30/24	<u><u>\$ 56,620.19</u></u>

June 11th - Director's Report

May Statistics:

Circulation: 739	Attendance: 1,475
Website visits: 9,899	ILLs: 65 borrowed/ 25 loaned
Computer usage: 80	Palace: 68 circs /3 new patrons

Adult Programs held: 11 /30 attendees

YA Programs held: 1 /0 attendees

J Prog. held: 9 /22 attendees

General Programs: 2 /10 attendees

- Book Club had 5 attendees to discuss *52 Ways to Walk* by Annabel Abbs-Streets. Next month will be *All Boys Aren't Blue* by George Johnson.
- We have collected 447lbs. towards our Trex plastics challenge.
- Hope had 15 attendees for her Yoga workshop.
- We hosted Hayley Kolding for a Poetry Workshop on April 18th to discuss river poetry and talk about local conservancy projects.
- Vermont Library Association Conference May 20th – I attended the conference and participated in the Sustainable Libraries Initiative Panel with our SLI working group.
- Vermont Libraries podcast, *Where The Books Are Now*, recording is now available about Pettee Memorial Library.
- Laura has been working hard on Summer Reading Program activities and will continue to work with Marie on those.
- Laura has created new children's library cards designed for Summer. Be sure to check them out!
- Upcoming Events-
 - Writers' Group- June 13th at 4pm
 - Book Club- June 19th at 6pm
 - Summer Reading Kickoff Event- *Whoo's That?* June 29th at 11am

Thank you all for your support during my short time here. I wish you and Pettee Memorial Library all the best.

Respectfully submitted,

Kyrra Howard