

Pettee Memorial Library Trustee Meeting

April 8, 2025

5:00PM in the library

agenda

Present: Carolyn Palmer, chair; Louis Clark, treasurer; Marie Paige, secretary; Chrystal Holt, Monique Johnson, Lynne Cannon, interim director; Noah Stambovsky, media specialist; Kathleen Santosuosso and Gabriella Landgraf-Neuhaus, Friend of the Library members

Meeting called to order: 5:02pm

Potential addition of items to the agenda

Friends of the Library update

Board supports adding a tab to the library website to post their events, have a running calendar, and have a contact email.

The Friends have a membership to United Libraries for the year. The membership allows access by the library staff and board to UL's collection of online workshops.

Reorganization

The board meeting will be the second Tuesday of the month.

Marie nominated Carolyn as chair.

Chrystal seconded the motion.

All approved.

Carolyn nominated Marie as secretary.

Monique seconded the motion.

All approved.

Carolyn nominated Louis as treasurer.

Monique seconded the motion.

All approved.

Public Comments

Secretary's Report: March

Monique made a motion to approve the March report.

Carolyn 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

Interlibrary Loan, Palace and Spotlight may be affected by the federal cuts.

Media and Website update by Noah:

Website

need one or two more meetings

- working with Laura and Lynne to update website page design.
- cleaned up the page, trained on how to edit the images, staff and event pages
- add Noah on page so people can contact him directly if they notice a glitch,

Catamount

Lynne and Carolyn updated the Board on issues other libraries have been having onboarding to Catamount.

Carolyn made a motion to postpone the library's starting date with Catamount.

Chrystal seconded the motion.

All approved.

Social media:

Done.

Laura has been shown how to post items on Instagram and Facebook

Noah is working on signing the library up for a nonprofit account on Front Porch Forum

Next steps:

Create a forwarding structure for staff to see all new emails in one place

Get off of Mailchimp (how the monthly newsletter is sent out) look at Substack which seems to have a free option or Beehiiv which would have a fee similar to Mailchimp

Meeting adjourned: 6:08pm

Marie made a motion to adjourn.

Monique seconded the motion.

All approved.

Next Meeting: May 13 at 5pm in the library

CC Haynes Fund discussion

Reports attached

Respectfully submitted by Marie Paige, secretary