

Pettee Memorial Library Trustee Meeting

May 13, 2025

5:00PM in the library

or <https://us06web.zoom.us/j/87402118083>

Present: Carolyn Palmer, chair; Louis Clark, treasurer; Marie Paige, secretary; Monique Johnson, Lynne Cannon, interim director; Noah Stambovsky, media specialist

Meeting called to order: 5:04pm

Potential addition of items to the agenda

Public Comments:

Secretary's Report: April

Louis made a motion to accept the April report.

Monique seconded the motion.

All approved.

Treasurer's Report: April

Marie made a motion to accept the April report.

Carolyn seconded the motion.

All approved.

Interim Director's Report: April

Policy Review

Monique made a motion to accept the policy as amended.

Louis seconded the motion.

All approved.

Media/Website Update by Noah

Full redesign of the website is finished. This included fixing links and standardizing all the pages and subpages.

Noah will reach out to Lynne to see if there is any additional training the staf sees as needed.

Meeting adjourned: 5:48pm

Monique made a motion to adjourn.

Marie seconded the motion.

All approved.

Next Meeting: June 10, 2025 in the library

Reports attached

Respectfully submitted by Marie Paige, secretary

PETTEE MEMORIAL LIBRARY TREASURER'S REPORT April 30, 2025			
	Total	General Fund	Revitalization Fund
Cash available April 30, 2025			
General Fund Checking	\$ 107,222.96	\$ 107,222.96	
Revitalization Fund	170,263.52		\$ 170,263.52
Total Cash Available	\$ 277,486.48	\$ 107,222.96	\$ 170,263.52
Credit Card Payable	\$ 1,378.02	\$ 1,378.02	
Friends of the Library	13,741.18	13,741.18	
Unexpended Grants	10,326.80	10,326.80	
Payroll Liabilities	3,848.31	3,848.31	
General Fund	77,654.27	77,654.27	
Renovation Fund	12,459.13	274.38	\$ 12,184.75
Town Capital Fund	12,001.26		12,001.26
Endowment Funds	146,077.51		146,077.51
	\$ 277,486.48	\$ 107,222.96	\$ 170,263.52

General Fund Balance 6/30/24	\$ 44,146.12
Current Year Income (Loss)	33,508.15
General Fund Balance 1/31/25	<u>\$ 77,654.27</u>

April Statistics for May Trustees Meeting, 5/13/2025

(Lynne Cannon, Interim)

Circulation

Patron visit count: 1,497

April circulation: 684

Interlibrary loans total: 184

PC Use: 81

Website visits: FatCow: 3,086; Google: 152

Palace circulation: 78

April Programs

Children's (Story hour, Teen group, Beaver Brook Pre-K and Toddler visits, Lego, High Tea for Kids): 29

Adults: (Cookbook Club, Poetry Party, Poem in Your Pocket Day, Writers group, Art Show Reception, Monique Decoupage Eggs, PHAT book club, Pettee Book club, Tech Time): 63

Looking forward:

Classic Game night (May 9, Lynne), Vegetable Gardening with Karen Horton (May 14, Laura), Kathleen McLean book talk (June 14, Lynne), Summer Reading kickoff with Southern Vermont Natural History Museum show (June 21, Laura), GED/diploma group (August, Lynne), Financial Literacy for Kids (tbd but summer, Laura)

Still working on Art Program/Brattleboro, Adult Senior Fraud session, Windham Humane Society, Adult spelling bee (jar of honey prize), possible Fall bulb exchange

Nicki Steele eagle talk will have to wait until next year. The birds did not nest successfully.

We have one ongoing Monday adult volunteer, one incoming summer adult volunteer, and two new youth summer interns that will be working with Laura.

Staff Education:

Lynne and Laura: near final week of Core Cataloging class May 14; both of us will be attending the May 19th VLA conference in Killington.

Lynne: “Andragogy: Adult Learning” and “Adding Graphic Novels to Your Collection” webinars. Will also be attending series on dealing with homeless community.

Kathleen: New England Rural Health Association Grant Opportunities for Libraries
(4/16)