

Pettee Memorial Library Trustee Meeting

May 12, 2026

minutes

5:00PM in the library

or

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

Meeting ID: 858 1271 1913

Passcode: 067205

Present: Tom Young, chair; Monique Johnson, vice chair; Marie Paige, clerk; Mary Genella, Lynne Cannon, library director; Kathleen Santosuosso, Friends of the Library representative

Meeting called to order: 5:02pm

Potential addition of items to the agenda:

Children's library renovation update by Tom

- Flooring - use some hard surface material for easier cleaning then the youth librarian can create rug areas for particular stations.
 - After the floor is done, the Board has given Lynne and Laura permission to buy up to \$500 worth of rugs.
- After the floor is done, ask Laura for her wishlist for the children's area.
- We might find the need to replace some bookshelves as we move books for the new flooring as some look pretty rough.
- Replace the humidifier ASAP

Public Comments

Friends of the Library

- Passes - Looking into adding to the library options
- Summer Reading totes purchased with the Friends' money
 - Other summer reading items and a presentation is also being organized.
 - An ad will go in the newspaper
- A grant is in the works for \$2,500 for America 250.
- Trunk or Treat 650 dollars
 - Trick or Treat lights for the library to line the way for kids that night
- Village Stroll May 23, doing a craft on the library lawn
- Shelving volunteer participation is being revisited as some people are not coming in. Lynne has asked that the library get a heads up as that absence changes the staff work for that day.

- September 25 - Vermont Humanities event
- Discarding books - Kathleen has found a place that will take books in any condition.
- Status of the 503b discussed - at this time there is no new progress.

Clerk's Report: April report

Monique made a motion to accept the April report.

Tom seconded the motion.

All approved.

Treasurer's Report: April

deferred until June

Director's Report: April

Meeting adjourned: 6:11pm

Marie made a motion to adjourn.

Mary seconded the motion.

All approved.

Next Meeting: in the library on June 9, 2026 at 5pm

Reports attached

Respectfully submitted by Marie Paige, clerk

April Statistics for May Trustees Meeting, May 12, 2026

(Lynne Cannon, Director)

Circulation

Patron visit count: 716

Website visits: 73

April circulation: 651

Palace circulation: 14

Interlibrary loans total: 179

PC use: 58

Programs

Children's story times, Teen Terrariums, Beaver Brook visit, Earth day: 41

Poetry party; Cookbook club; Writers group; Lily Brooks-Dalton streaming; Art Show reception; Etymology talk; Tech Time; Book Club; Structure, Stress/Resilience talk: 64

Looking forward

Gardening w/Karen Horton (+ Teens, 5/21), National Scone Day (5/30), Vermont Trivia (6/10), Eagles presentation (6/14), New England Ghosts (6/26), Kids Fossil Dig (6/27)

We have been asked to supplement the Summer program at TVES week of 7/6-10. Laura will be there on the 6th; Jennifer on the 9th, Kathleen or Lynne on the 7th.

We've applied for the Winnie Belle Learned grant (up to \$2,500) for 250th-themed (US and VT) youth reading programs. This program will run from July 2026 through September 2027.

Upcoming potential expenses

Donnamarie/landscaping: She has requested the go-ahead to purchase 12 lilies to fill in where tree was removed, and to begin turning over the garden and refurbishing it. The garden area is already cleaned up and I did not approve lilies purchase because we are still working out details for shed placement.

Ongoing consultation with Tim @ Vermont Geeks; he is working with Bob Vermouth, keeper of our firewalls/system. Eventually we will have "wipe" plan in place. No bill for time received yet.

Elizabeth Collard's (West River Bookkeeping) final bill; also cost unknown

Notes

Once again submitted details to M&T bank to adjust our signatories and get Michelle and Chrystal access. I cannot view online, will check back with the bank. Michelle is meeting with me Friday May 15 to get her linked to Quickbooks online, which does not seem to be working.

REVISED Lynne's planned vacation time: June 16-21, July 7-21, October 7-12. Jennifer has requested vacation July 17-19; we'll discuss coverage.

REPEATED: Marie has requested to be sent a link for our summer reading program plans (by June 12th) so she can forward in schools prior to Field Day (June 15th). Therese Lounsbury suggested we run 1/12-page ads in Deerfield Valley News.