

Pettee Memorial Library Trustee Meeting

Minutes

September 8, 2026

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: 5:04pm

Potential addition of items to the agenda

- Library Building Security
 - Mary will contact Larry Nutting about rekeying the building.
- Caring for the Library's Memorial Garden

Marie made a motion to accept the Burk Family Garden and Landscape estimate for the 2027 garden season.
Monique seconded the motion.
All approved.
- An idea for a way to use the donations made in memory of Louis Clark - Curiosity Conversations; 4 times of year bring in someone to share about a topic that spurs curiosity. Choose speakers for different groups of library patrons.

Public Comments:

Friends of the Library Update: August

The net total from the book sale was \$1,253.27.

There are bins in the closet at OSEC for Lynne to ask for when book weeding begins in December.

Staff Appreciation - Each staff member was given a \$50 gift card.

Trunk or Treat (October 24) - As requested by the Friends, Lynne will recommend some shelving at their next meeting

Clerk's Report: August

Monique made a motion to accept the August clerk's report.

Mary seconded the motion.

All approved.

The updated personnel policy was approved by accepting the August minutes.

Treasurer's Report: August

Chrystal will set up a work session with Michele, the bookkeeper, to help better understand the budget lines.

Marie made a motion to defer the discussion of the August treasurer's reports until the October meeting as the treasure was absent.

Monique seconded the motion.

All approved.

Director's Report: August

Meeting adjourned: 7:10pm

Tom makes a motion to adjourn.

Mary seconded the motion.

All approved.

Next Meeting: in the library on October 13, 2026

Reports attached

Respectfully submitted by Marie Paige, clerk

August Statistics for September Trustees Meeting

September 8, 2026

(Lynne Cannon, Director)

Patron visit count: 961 (incl. 257 children)

Website visits: unknown

August circulation: 1218

Palace circulation: 52

Interlibrary loans total: 218

PC use: 58

Programs

Children: storytimes, TVES visit, Blueberry Festival crafts: 101, craft numbers unknown

Adults: Cookbook club, Poetry, Tech Time, Foraging, Writers, "Far Out" film, Book club, Re-Ice Cream: 57

Looking forward

- TVES Open School Night (9/9), Homeschool Roundup (9/10), "Gone Guys" film (9/13), VT Wildlife Festival (9/21), VT Humanities program (cartoonist to coordinate with *Charity and Sylvia*) (9/27), Teen Tinfoil Sculptures (9/24), (potentially) National Coffee Day (9/29), Paint Pour (10/1), Veterans Talk (10/18), Mah Jong 101 (10/29), Trunk or Treat (10/24), town trick or treating (10/31)
- There are also Story Walk installations planned with Vermont Natural History Museum and Molly Stark state park; and plans in the works to do a field trip/hike with the Homeschooler group in October

Upcoming:

- Discussion with Bill Vermouth 8/25 re Microsoft tenets, wants us to switch our emails to Microsoft addresses. We apparently hold two licenses that are being billed at \$16.91 a month.
- Laura has asked to change her 15 hours/week distribution from 2 days at 7.5 to 3 days at 5 hours each; totally acceptable to me.
- Have estimates from two floor contractors.

- Would like to discuss evaluation intervals – new anniversary date in personnel policy means that Kathleen will not be reviewed until March 2027 (21 month interval), and Laura not until January 2027 (19 month interval). Can we do something before then?
- Patron Karen Gaynin has asked the library to support a Non-partisan Voter Community Education Session 10/4, 7-9 p.m. at Memorial Hall. Our role would be to host a table for volunteers to sign up to get out the vote. She also asked for a moderator on a panel of Town Clerks; Kathleen has agreed to participate.
- The Vermont Museum of Natural History is seeking financial help for some infrastructure projects and I was wondering if it's possible to aid them through CC Haynes fund. While they are located in Marlboro, our mutual outreach has been very beneficial to our patrons through multiple educational programs.
- The library is allowing the organizers of the Soup Stroll to use our lawn as a station – the Vermont Natural History Museum will be placed there.

Notes:

- Laraine Morrow donated a new print to the library. Awaiting aid in hanging it at the front of the main room.
- Vinnie at ArtHouse told me Sunday afternoon that the ramp will be completed early this week. If they were granted an easement to use library property, are we liable in any way if there's damage or an accident on the ramp?