**Pettee Memorial Library Trustee Meeting**

**October 13, 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; Chrystal Holt, treasurer; Marie Paige, clerk; Mary Genella, Lynne Cannon, library director,Therese Lounsbury, Friends of the Library representative

**Meeting called to order:** 5:15pm

**Potential addition of items to the agenda:**

**Public Comments:**

**Friends of the Library Update:**

Storage in the old firehouse- town manager will take a look at the firehouse again for an 8x8 spot.

For storing the culled books throughout the year, the library can use the town election closet.

**Clerk's Report:** September

Mary made a motion to accept the September report.

Monique seconded the motion.

All approved.

Other potential storage options:

Mary reported that OSEC has a spot 4 x 23 - $100 a month- on the main floor

Marie reported the Capitanis have 2 spaces. Marie is meeting them on Oct. 28 to learn about size and cost.

**Treasurer's Report:** September

Proposed Budget for FY 2028

Tom made a motion to approve the proposed budget as modified at this meeting for FY 2028.

Mary seconded the motion.

All approved.

Chrystal reported that the first half of the town's appropriation has been received.

She is still working on changing from M&T to BSL.

Marie made a motion to accept the September report.

Mary seconded the motion.

All approved.

**Director's Report:** September

**Meeting adjourned:** 6:58pm

**Next Meeting:** in the library on November 10, 2026

Reports attached

Respectfully submitted by Marie Paige, clerk

**PETTEE MEMORIAL LIBRARY**
**TREASURER'S REPORT**
**September 1, 2026**

| | Total | General Fund | Revitalization Fund |
|---|---|---|---|
| Cash available as of 1 September, 2026 | | | |
| General Fund Checking (M&T) | $ 42,489.77 | $ 42,489.77 | |
| Operating Checking (BS&L) | $ 15,734.60 | $ 15,734.60 | |
| Revitalization Fund (M&T Money Market) | 195,590.26 | | $ 195,590.26 |
| Total Cash Available | $ 253,814.63 | $ 58,224.37 | $ 195,590.26 |
| | | | |
| Friends of the Library | $ 14,825.12 | $ 14,825.12 | |
| Fiber Grant Balance | $ 10,238.27 | $ 10,238.27 | |
| Credit Card Payable (M&T CC) | $ (174.90) | $ (174.90) | |
| Credit Card Payable (BSAL CC) | $ (277.69) | $ (277.69) | |
| Payroll Taxes Payable | $ - | $ - | |
| General Fund | $ 58,224.37 | $ 58,224.37 | |
| Renovation Fund | $ 12,220.32 | | $ 12,220.32 |
| Town Capital Fund | $ 25,514.58 | | $ 25,514.58 |
| Endowment Funds | $ 157,855.36 | | $ 157,855.36 |
| | $ 278,425.43 | $ 82,835.17 | $ 195,590.26 |

**September Statistics for October Trustees Meeting**

**October 13, 2026**

**(Lynne Cannon, Director)**

| | |
|---|---|
| Patron visit count: 809 (incl. 190 children) | Website visits: 216 |
| September circulation: 613 | Palace circulation: 23 |
| Interlibrary loans total: 124 | PC use: 53 |

**Programs**

Children: storytimes, Teen foil art, Mt. Snow Wildlife festival, Homeschool meet-up: 104

Adults: Cookbook club, Poetry, Tech Time, Writers, "Gone Guys", Book club, Magic of Comix: 19

**Looking forward**

- Veterans Talk (11/15), last 2026 Tech Time (10/19), Mah Jong 101 (10/29), Trunk or Treat (10/24), town trick or treating (10/31), Story Walk with Vermont Natural History Museum (10/8); homeschoolers field trip/guided hike at Lake Raponda (10/1)

**Upcoming:**

- Discussion with Ed at Bill Vermouth's company re Microsoft tenets, wants us to switch our emails to Microsoft Outlook addresses. Ed attached us to Business Basic for two addresses (free) and Business Standard for two others (not free but not expensive, either). He will work with Tim at Vermont Geeks to sort it all out.
- Tim at Vermont Geeks will (again) look into why our Deep Freeze continues to ignore his direction to cycle at 11 p.m. instead of 4 p.m.
- Jamie Lady Electrician was here 10/6 to look at track lights in main room – they all need new heads because they are not lighting properly. She will investigate purchasing and let us know when she can do a replacement.
- Rick at Wilmington Town will attempt to replace the inner main room doorknob, which is now continually spinning in its socket. He will also try to find time to replace the water filter downstairs.
- Investigating getting a new dolly and possibly some sound absorbing material to support and muffle the dehumidifier. It works but it's loud and its shelf is near collapse.

- Large upcoming expense: main room printer. Part on order; it works intermittently and unpredictably, and Jackson from WB Mason says it should be replaced sooner rather than later. WB Mason has suggested a model but not sure it will fit and its cost is prohibitive--$2,999 plus annual maintenance contract. Will research more.
- Waiting to hear from locksmith as of 10/6/26.