

## DOROTHY ALLING MEMORIAL LIBRARY

TRUSTEE MINUTES FOR MARCH 18, 2019

UNAPPROVED

**Present:** Karla Karstens, Steve Perkins, Diane Downer, Charity Clark, Brian Goodwin, Barbara Mieder; librarians Marti Fiske and Sarah Hibbeler (Assistant Youth Librarian)

**Absent:** Jude Hersey

**Welcome and Election of Officers:** The following officers were elected: Chair – Steve Perkins, Treasurer – Karla Karstens, Secretary – Barbara Mieder.

**Secretary's report:** The secretary's report was approved with no corrections or additions.

**Treasurer's report:** There were no major transactions.

### **Friends of the Library report:**

- The Friends will be sponsoring a program by the Southern Vermont Natural History Museum featuring live animals on April 20.
- The fall event sponsored by the Friends hasn't been getting a large audience, so this summer they will be sponsoring a band concert in conjunction with the summer reading program.
- They have begun planning for this year's July 4<sup>th</sup> book sale.

### **Staff report:** Sarah Hibbeler reported:

- This is the fourth year of bookmobile service to Williston pre-school programs. She provides monthly visits to the four largest programs, reaching an average of 135 children per month. On her visits she provides story times, materials, and other programs.
- In collaboration with the new Allen Brook School librarian she is working on a kindergarten library card drive for the fall.
- The teen Food for Thought group has been active with a core group of 6-8 teens, mostly of high school age. The *Harry Potter* movie night was very successful, and they are planning a *Black Panther* movie night.
- There is a CVU library card drive coming up. This summer the local school district plans a summer read program. Various age groups will read three different books which will be provided by the schools. Students will be required to read the books, and programs based on the books will be offered.
- This year's holiday Giving Tree resulted in over \$900 in donations, the highest amount since 2013.

### **Budget report:**

- The budget target is 67%, and everything looks good.

### **Librarian's report:**

- The statistics show the usual ups and downs with no big changes.
- Digital services are definitely increasing.

**Old business:**

- A. The updated policies were approved unanimously.
- B. National Library Week.
  - The staff has acted on Diane Downer's idea of "The library led me to..." with a display similar to our earlier "Geek the Library" campaign.
  - An *ad hoc* committee of Diane Downer and Karla Karstens was formed to find ways to honor our librarians during National Library Week with a budget of up to \$50/person.
- C. Vermont Library Association: It was moved and approved to pay for individual memberships for all Board members.

**New business:**

- A. The Librarian's job description was reviewed and approved with one small change to eliminate the word "summer" before "bookmobile."
- B. The "Reconsideration of Materials" form was reviewed and approved. Both documents are *addenda* to the policies.
- C. Personnel review.

**Executive Session:** The board voted to go into executive session at 8:00 to discuss the self-evaluation of the Librarian. Executive session concluded at 9:22.

**Adjourn:** The meeting was adjourned at 9:22.

**Next meeting:** April 15, 2019, at 7 p.m.