

DOROTHY ALLING MEMORIAL LIBRARY

TRUSTEE MINUTES FOR APRIL 17, 2017

UNAPPROVED

Present: Karla Karstens, Jeff Dannies, Steve Perkins, Kristin Caterer, Jude Hersey, Brian Goodwin, Barbara Mieder; librarians Marti Fiske and Kathy DeLuca (Patron Services Librarian)

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

Friends of the Library report:

- The April 22 program sponsored by the Friends will be a family-oriented program on astronomy.
- Planning for the July 4 book sale is continuing. Due to school construction, the sale will be moved to the old gymnasium and cafeteria this year. This might be a conflict with the town band in the case of rain.

Budget report:

- The budget target is 75%. Some lines seem low at this time due to expenses which normally come up in the spring and at the end of the year such as bookmobile expenses and exterior painting.

Staff report: Kathy DeLuca reported:

- Her job is 25 hours per week, and she provides services both within and outside of the library. She completed her four-year certification program this year.
- She oversees the large print book collection (working with a \$3500 budget)
- She is the only Williston resident on staff.
- She provides services to the senior centers in Williston and to home-bound patrons. This includes a monthly book group at Taft Farms, and she has also sponsored a "show and tell" program at the senior centers with digital talking books from the Agency for the Blind.
- Her budget for adult programming is \$3300 per year, and she has concentrated on working on multi-age programs such as the photography club and the chess club.
- The Front Porch Forum has been a good outlet to get information about programs out to the community.
- The summer reading theme this year is "Build a Better World." She has been working with groups such as Habitat for Humanity, Sustainable Williston, and Compost Your Way to a Better World to augment the reading program.

Librarian's report:

- Statistics: Some figures seem a little low which is probably due to the fact that the library was closed for one and a half days in March due to the snow storms.
- Building report: The electrical work has been completed at the circulation desk, and a new television monitor (to display information on upcoming programs) will

be installed soon. New computer links were also added in the adult reading room to prepare for the elimination of the large OPAC stations.

Old business:

- The new technical services librarian, Allison Benkwitt, will start on April 18. She will undergo a two-week orientation with the staff to facilitate a smooth transition.

New business:

- The library will be closed on May 18 so the staff can attend the state library conference in Killington. All the librarians will be taking part as this is an excellent way for them to network with librarians from across the state.

Executive Session: The board voted to go into executive session at 7:45 to discuss the evaluation of the Librarian. Executive session concluded at 8:35.

Adjourn: The meeting was adjourned at 8:35.

Next meeting: May 15, 2017, at 7 p.m.