

DOROTHY ALLING MEMORIAL LIBRARY

TRUSTEE MINUTES FOR MAY 21, 2018

UNAPPROVED

Present: Karla Karstens, Steve Perkins, Charity Clark, Diane Downer, Jude Hersey, Brian Goodwin, Barbara Mieder; librarians Marti Fiske and Kim Peine (I.T./Interlibrary Loan Librarian)

Secretary's report: The secretary's report was approved after correcting the spelling of Diane Downer's name.

Friends of the Library report:

- The VINS program on April 21 was well-attended (109 attendees) and was well-received.
- Karla reported that TD Bank has an affinity program which could benefit the Friends. She will discuss this with Ann Park, the treasurer of the Friends.
- The Friends discussed the location and needs of this year's book sale. The location in the library will not be ideal, but the Friends are determined to make the best of a bad situation.
- Volunteers are still needed, particularly on July 4. Thrift Books will pick up the remainders, but storing the books until they are picked up will be difficult due to a previously scheduled program.
- The library will close at 1 on July 3 for set-up.

Budget report:

- The budget target is 83%. Marti is spending down lines where she has control. Some new furniture is on order and some has arrived. No painting is needed this year, but new hand rails are being constructed. The electrical panel has been replaced, and the carpets will be cleaned Memorial Day weekend.
- Everything is in good shape and there will be no negative balances at the end of the year.

Staff report: Kim Peine reported:

- The top Website searches are: Kidspace, strategic plan, research, audiobook/e-book downloads, events and board meetings.
- Wi-Fi usage averages 51 clients per day. We use a 25MB line for \$70. The next increase is 75MB for \$90.
- The top uses of Wi-Fi are: basic web searches, video, social web, music, online backups, software updates, and email.
- Projects she is working on include: new OPACS in the Adult Room; upgrades to the circulation computers with new mice/keyboards/scanner; Summer reading online sign-up and updating website with all the activities; new laptops, new server replacement; GMLC (Green Mountain Library Consortium) 10-year Celebration; Koha new holds feature; and Patron-initiated inter-library loans.
- Kim also serves as treasurer of the Green Mountain Library Consortium.

Librarian's report:

- **Statistics:** There are the usual ups and downs. This month we noticed a big increase in the use of computer hardware and digital books

Old business:

- Marti presented the Trustees with an accounting of the cost of repairs due to the flood. The grand total cost was \$26,902.52. The library paid \$1000 from the operating budget line for maintenance.

New business:

- **Disaster Plan:** Marti reviewed the roles of the Trustees included in the library's Disaster Plan.
- **Strategic Plan:** We are nearing the end of our current strategic plan. In the fall work will begin on the next plan to go into effect in January, 2019. Marti asked the Trustees to consider the size of the planning group.
- **July meeting:** The Trustees voted to cancel the July meeting.
- **Discussion:** The Trustees discussed the three articles Marti had recommended for this meeting: "Vocational Awe and Librarianship: The Lies We Tell Ourselves," "I'm not a Superhero: The Stress of Library Work," and "#Times Up on Harassing Your Public Librarian."

Adjourn: The meeting was adjourned at 8:25.

Next meeting: June 18, 2018, at 7 p.m.