

DOROTHY ALLING MEMORIAL LIBRARY
TRUSTEE MINUTES FOR DECEMBER 18, 2017

UNAPPROVED

Present: Steve Perkins, Jude Hersey, Brian Goodwin, Jeff Dannies, Kristin Caterer, Karla Karstens, Barbara Mieder, Marti Fiske (Librarian), Jill Coffrin (Youth Services Librarian)

Secretary's report: The secretary's report was approved as written.

Friends of the Library report:

- A. The holiday decorating party was a big success. There was an especially large turnout of children (along with siblings and parents) to decorate gingerbread houses. This year the Girl Scouts offered their help with the gingerbread houses which greatly aided Jill.
- B. The Friends are sponsoring the music program on Friday, January 12, at the Old Brick Church.
- C. Barbara reported that the Friends have decided to donate a portion of the profits from this year's book sale (\$1500) to aid libraries in Puerto Rico damaged by the hurricane.

Budget report: The budget target is 42%, and everything looks fine. Some lines seem to under budget but this is due to seasonal expenses.

Staff report: Jill Coffrin reported:

- December has been a very active month which started with the gingerbread houses on December 2.
- On Saturday, December 16, John Churchman, who is the author of *The Sheepover*, had a good turnout.
- After school Tuesdays have been very successful. Families have expressed their appreciation for the change in the Bylaws which allows all third graders to attend.
- The space reconfiguration project has made the "living room" area more teen-friendly.
- The library will be receiving a \$900 grant from UVM for an engineering project designed as part of an 8th grade challenge proposal. The grant will be used to produce kits for computer coding which can be checked out by patrons.

Librarian's report:

- The Board looked at the statistics for December. Many areas show increases.

Old business:

A. Carpet Replacement:

- The window seats in the adult reading room are being removed.
- The electrician is coming to install more outlets and USB ports.
- The audio book section is being rearranged to create more space.

- Martin has had discussions with Brenda Perkins, the president of the Williston Historical Society, about changes to the Vermont Room to make more quiet study space available to library patrons. The electrician will also install more outlets (including 3 prong outlets) in the Vermont Room. There is also discussion about adding a permanent display area in the library dedicated to the Historical Society to encourage more people to visit the Vermont Room

B. Space Reconfiguration:

- Marti is getting estimates for more paint work including the bathrooms, hallway and community room.
- The new carpet will be installed in January; the painting will be done in February; and furniture replacement and other changes will be done in late spring. The entire reconfiguration project will probably go into 2021.
- Karla suggested hosting a “Grand Re-opening” after the carpet is installed and the painting is complete.

New business:

A. Presentation to the St. George Select Board:

- Marti’s presentation was well-received. The Select Board is very enthusiastic about the library’s services. Marti presented the Select Board with statistics relating to the cost of those services. Currently St. George makes a donation as a fee for services, but this amount has not kept pace with inflation.

B. Review of Bylaws and Policies

- The trustees spent the remainder of the meeting reviewing sections I – XII of the library policies. Small changes were agreed upon. The rest of the policies will be reviewed at the January meeting.

Adjourn: The meeting was adjourned at 8:30.

Next meeting: January 22, at 6:50 p.m. Note the date change due to the Martin Luther King holiday and the time change to accommodate a tour of the new carpeting.