

DOROTHY ALLING MEMORIAL LIBRARY

TRUSTEE MINUTES FOR JANUARY 22, 2018

UNAPPROVED

Present: Karla Karstens, Steve Perkins, Jude Hersey, Jeff Dannies, Barbara Mieder, Marti Fiske (Librarian), Kathy DeLuca (Patron Services Librarian), Charity Clark (guest)

Absent: Brian Goodrich, Kristin Caterer

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

Friends of the Library report:

- The January 13th concert at the Old Brick Church was sponsored by the Friends. Due to the weather there was a somewhat lower attendance. The Friends are guaranteed \$500 for sponsoring the concert plus whatever donations are received for the refreshments. The pianist also donated his honorarium to the Friends. No dollar amount is yet known.
- The trustees approved a motion to donate \$200 to match an additional \$200 donated by the Friends to purchase gift cards for the library staff to show appreciation for the hard work which they did in cleaning up from the flooding due to the burst pipe.

Budget report: The budget target is 50 %, and everything looks fine. We may see an uptick next month due to the extremely cold weather in early January (fuel), and the flooding will increase the utilities line.

Staff report: Kathy DeLuca reported:

- She is the Patron Services Librarian, and she works 25 hours per week. Her major duties are: helping patrons both inside and outside of the library; maintaining the large print collection; and adult programming.
- She is the only staff member who lives in Williston.
- She works closely with the senior living communities in town as well as with housebound patrons. One senior patron commented, "These books you bring me are my best friends." She has offered open houses to Eagle Crest residents because of the large turnover at the facility. She also offers programs such as the Peace Project at the different facilities as well as book reviews.
- The large print collection is very popular. The plans for new space configuration will allow more space for the collection.
- The adult programs are very popular. The average attendance at the monthly book discussions is 25 at the library and 15 at the senior centers. The programs sponsored by Buds and Roses are always popular with a long waiting list. The addition of Mahjong afternoons has been very successful, and the recent talk on Penn Station was well-received. She is looking forward to collaborating with a new person in the Recreation Department to plan additional programs.
- Upcoming programs include: a February community service project at the Ronald McDonald House and a program dealing with cookbooks called "Cook the Book."

Librarian's report:

- The Board looked at the statistics for December. They show a decrease for the month, but there is a quarterly increase.

Old business:

New business:

A. Update on flood remediation

- The trustees toured the library before the start of the meeting to check out the new carpeting as well as the flood damage.
- Marti and Deb did a "walk about" to compile a list of repairs needed to the library in addition to those caused by the flood.

B. Review Bylaws and Policies for revisions

- The Bylaws and Policy changes will be warned for 30 days and will be voted on at the February meeting.

C. Lending periods

- There was a discussion on whether the two-week lending period should be continued or whether there should be a three-week lending period for longer nonfiction works. After discussion it was decided not to recommend a change.

D. Out-of-Town fees

- The discussion on whether to increase the fees for St. George and other out-of-town patrons was postponed until after Town Meeting when new Board members are elected and when we have an approved budget to calculate the per capita cost for the library.

Adjourn: The meeting was adjourned at 8:10.

Next meeting: February 26, at 7 p.m. Note the date change due to the Presidents' Day holiday.