

## DOROTHY ALLING MEMORIAL LIBRARY

TRUSTEE MINUTES FOR MARCH 19, 2018

UNAPPROVED

**Present:** Karla Karstens, Steve Perkins, Diane Downer, Barbara Mieder; librarians Marti Fiske and Allison Benkwitt (Technical Services Librarian)

**Absent:** Brian Goodwin, Jude Hersey, Charity Clark

**Welcome and Election of Officers:** Karla welcomed new Board member Diane Downer. 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.

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

- The school has notified Marti that it will be unable to host the Fourth of July Book sale this year due to the ongoing construction. The Friends have been brainstorming other possible options and will hold an emergency meeting on Friday, March 23, to discuss the matter. At present the only two options seem to be to cancel the sale for this year or to hold a very limited sale at the library. The repercussions from cancelling the sale are: a loss of approximately \$7000; no new donated books to add to the collection to replace heavily worn books; and no books collected for the summer reading program give-away. The Friends will reach a decision on Friday regarding the book sale.
- The Friends are sponsoring a family program on April 21 at the library. This focus will be on Birds of Prey in Vermont put on by VINS.

### **Budget report:**

- The budget target is 66%, and everything looks good.

**Staff report:** Allison Benkwitt reported on things she has been working on:

- She replaces copies of books in the catalog and merges catalog entries.
- She adds audio book, magazines, and DVDs to the catalog.
- She repairs DVD cases.
- She edits the bi-weekly *Williston Observer* column and the email newsletter.
- She orders the library's supplies
- She is working on labeling the Dorothy's List books.
- She has completed writing the instructions for using the digital equipment in the Community Room.
- She is working with Kathy DeLuca on creating *Aging Well* category for materials in the catalog.
- She has completed her public notary certification.
- She has continued her training to provide back-up for other librarians.

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

- The statistics show the usual ups and downs with no big changes.

- There was a discussion of the new film streaming program *Kanopy* and whether or not the library should subscribe. In general, the Trustees are in favor of acquiring *Kanopy* or a similar program. Marti is going to do some further research.

**Old business:**

- The work to repair the flood damage is nearly completed. There is some sheet rock repair and painting yet to be done.

**New business:**

- **Roof issues:** There are two roof problems which have emerged. The outside roof over the gallery is “bubbling,” but this is under warranty and will be fixed in the spring. The second problem is in the bay window area of the children’s room. A lack of insulation in this area has caused some condensation which could eventually lead to mold. Contractors will be coming to take a look and suggest possible solutions.
- **National Funding for Libraries:** President Trump has once again defunded libraries and literacy projects in his proposed budget. Last year Congress reinstated these programs. Marti, as part of the VLA and ALA, has contacted our Representative Peter Welch to urge continued funding. If funding is not restored, it would be a significant cut to the Vermont Department of Libraries and services which are offered to Vermont libraries.

**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 8:40.

**Adjourn:** The meeting was adjourned at 8:40.

**Next meeting:** April 16, 2018, at 7 p.m.