

## **DOROTHY ALLING MEMORIAL LIBRARY**

TRUSTEE MINUTES FOR MAY 20, 2019

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.

**Treasurer's report:** There were several smaller transactions (under \$500). The latest report of the Vermont Community Foundation is on line.

**Friends of the Library report:**

- The Friends are concentrating their efforts on the 4<sup>th</sup> of July book sale.
- They have agreed to pay for the summer all-family musical event.

**Budget report:**

- The budget target is 83%. Marti is spending down lines where she has control. Everything is in good shape and there will be no negative balances at the end of the year.

**Librarian's report:**

- Statistics: There are more increases than usual.

**Staff report:** Kim Peine reported:

- The busiest times for checkout/returns are on Saturday mornings. The least busy times are on Mondays at 1 and 6 and Wednesdays at 6.
- The most popular web pages are: the announcement of Hoopla and Kidspace.
- After-hour online renewals have proven very popular as has ILL online ordering.
- The online summer reading forms will be ready for the June 3 kick-off.
- New OPACS have been ordered.
- The number of VOKAL libraries has increased to 60.

**New business:**

- Marti has already conducted six interviews for the Youth Services Librarian position. Three people have been invited back for a second interview, and they will be here on Wednesday, Thursday and Friday of next week. A hiring decision will be reached by June 1.
- July 5 will be Jill's last day. On Monday, July 1, there will be a retirement reception open to the community to celebrate Jill's years of service.
- Book sale: Sign-ups are taking place for volunteers. Marti is scheduling training sessions for new and returning volunteers.

**Hot program(s) coming up:**

- The teen advisory board has developed an Escape Room program for grades 5 and up for Friday, May 24.

**Adjourn:** The meeting was adjourned at 8:10.

**Next meeting:** June 17, 2019, at 7 p.m.