

DOROTHY ALLING MEMORIAL LIBRARY

TRUSTEE MINUTES FOR AUGUST 19, 2019

UNAPPROVED

Present: Karla Karstens, Steve Perkins, Diane Downer, Jude Hersey, Brian Goodwin, Barbara Mieder; librarians Deb Roderer and Jess George.

Absent: Charity Clark

Secretary's report: The secretary's report was approved without corrections.

Treasurer's report: Karla Karstens reported no major transactions.

Friends of the Library report:

- The Friends have not met since the last Trustees' meeting.

Budget report:

- The July report was not yet available.
- This year's budget will include money for duct cleaning. One third of the ducts will be cleaned this year, and money for the cleaning will be included in the next two years' budgets as well.

Librarian's report:

- The Trustees looked at the June statistics as well as the end-of-year statistics. They both showed normal ups and downs. The digital collection continues to be popular.
- Deb Roderer presented the Trustees with a new format for the statistics which met the approval of the Trustees.
- New emergency pocket response plans were distributed.

Staff report: Jess George, the new Youth Services Librarian, reported.

- The finale for the summer reading program coincided with her first day at the DAML. There was a 26% percent increase in half hours of reading for the K-5 participants, but a 10% decrease for the older students. This might be the result of the very large increase (40%) in older reading last year. Overall the number of participants grew by 1%.
- She is preparing for the Kindergarten Kick-Off on Monday, August 26.
- In September she will be visiting classes to sign pupils up for library cards.
- A new story time will be added on Fridays in the fall.
- She is planning Tuesday afternoon programs for the fall including outdoor games and cupcake decorating.
- She is updating the suggested reading lists for school-age children.
- She shared some of the ideas for new programs she might try after getting to know the community better and after meeting with the Food for Thought group this week.

- She has taken charge of the library's Instagram account.

New Business:

- A. The new bulletin board and public display policy was discussed, and minor changes were made to the proposed policy. The Trustees will look at the policy again in September and warn it for a vote at the October meeting.
- B. Deb presented the proposed draft budget for the next fiscal year which is mainly flat except for a proposed new position.
- C. The proposed Programs Librarian position job description was discussed. A motion was made and approved to support the budget which includes the addition of a part-time Programs Librarian.
- D. The capital budget request was reviewed. The only item is the continuing request for funding for bookmobile replacement.
- E. The contribution from St. George for library services was discussed. There was some confusion about the amount requested and the amount received. Steve Perkins suggested that the financial officers of the two towns seek resolution on the issue.

Old business:

- A. The repairs to the outside wall on the west side of the computer room are nearing completion.
- B. The Trustees heard a progress report from the sub-committee on hiring a new librarian. There were 21 applicants, and after review by town manager Rick Maguire and the committee, these were reduced to 6 who will be interviewed (either in person or electronically) on Friday. This will narrow the list to 3. At that point the entire Board of Trustees will get involved.

“Hot programs” coming up: On Wednesday, August 21, there will be an art exhibit by Nancy Stone and a Vermont travel documentary “One Town at a Time” presented at the WCS auditorium.

Adjourn: The meeting was adjourned at 8:30.

Next meeting: September 16, 2019, at 7 p.m.