

**Moretown Memorial Library
Board of Trustees Meeting**

NOT APPROVED

September 21, 2017

Present: Jamie Wimble, , Chris Costello, Elizabeth Burt, Karen Sharpwolf, Cory Stephenson

7:00 Call to Order

7:02 Public Comment

None

7:05 Treasurer's Report

- 72% of the year
- 84% of operating budget
 - Paid to paint two sides of the building
- 100% of supply budget spent

7:10 Secretary's Report

- Approved Minutes from July 13, 2017

7:15 Librarian's Report

	Circ	Computers	Reference	ListenUp	Gale	2017 Total	<i>2016</i>
July	343	8	21	49	19	440	357
August	370	6	22	53	25	476	468

*Circ-all materials checked out from the library. Reference-all reference questions, calls, emails handled at the library,

ListenUp-online audio and ebook checkouts. Gale- online database sessions.

VISITS	Adults	Children	2017 Total	<i>2016</i>
July	142	53	194	155
August	121	48	169	186

Programs:

- **Storytime is still really inconsistent. Many weeks with no attendance, followed by times with 3-8 children. Not difficult to plan, so will continue to offer through the fall. Could consider switching time or day again to see if that increases participation**
- **154 people participated in the seven programs we hosted July/August, including Wilderness Surthrival, building Little Free Libraries at the Farmer’s Market, Invasive Lawn Games, Healing Weeds of the Fields and Meadows, All About Beavers, Community Mandala Making and Morefest.**
- **Held our first PLACE discussion. Had 12 people attend, including one from Moretown and two from Scotland! Format worked well, everyone loved the NOAA science partner.**
- **First Open Mic of the Season was a success with 30 in attendance, need to work on recruiting more folks willing to get up on stage. Friends raised \$16 in popcorn money.**
- **Upcoming Programming:**
 - **Next PLACE meeting is on Thursday, 10/2 at 6:30 pm at school. Theme is “change” and book is “Heat Wave: A Social Autopsy of Disaster in Chicago” by Eric Klinenberg. Third meeting is in Warren on 11/2, theme is “Strategy” and book is “the Water Knife”. Hoping to have both FMR and MRVPD participate in one or both of the next two.**
 - **Neighborhood Yard Sale at the Old Town Hall. Sat. 10/7 from 10-3. Tables are \$5 each, with proceeds going to library. So far, have 3 tables signed up.**
 - **11/12 is our last session of seasonal herb workshops with Allison Dellner. “Herbs to Let Go Gracefully”**
 - **Have an email out to Jerry Cassels, he was interested in doing a “make your own clipboard” two part workshop for middle school kids, with components of emotional intelligence building integrated into the hands-on project. Could take the place of parenting book club with Hannah’s House.**
 - **Meeting with Rob Williams to continue investigating information literacy programming, perhaps early next year**
 - **Spoke briefly with Red Hen at Morefest on a few ideas for cooking classes, Randy was interested in a kids class as well**
 - **Planning to reach out to Emberphoto to see if they might be willing to do a travel adventure slide show this winter**
 - **Mrs. Claus?**

Other:

- **Morefest: overall it seemed like we had lower traffic than last year. Not sure how total attendance compared for the event, it also could have been our tent placement. We made about \$36 from the book sale, about \$100 less than last year. Storytime generated interest, and I was able to leave it up for the first week of**

school

- Little Free Libraries: completed and waiting for pick-up at Joslin. Need to coordinate help installing it on side of General Store (Jamie was asking Carl), as well as get knobs and magnetic strips to help keep doors closed.
- Transitioning to new ILL system, overall more intuitive and easy to use but still a few wrinkles to work out like lag times between receipt and requests and courier vs. postal libraries.
- Removed 147 expired patrons (expired up to 2015, hadn't checked anything out since 2013). Will help with increased LUV fees coming up for next year.
- Move of books in the library nearly complete, next step will be to make labels for each section. Picture bookcase installed, Hannah will be returning to fix the lower right bottom drawer so it can roll out when carpet is installed in next few weeks. We are meeting 9/22 to discuss that as well as new circulation desk.
- Website: apparently the old web page on Town's site for the library is back up and showing up at the top of Google searches. Have been working on it since May. JB has been unable to troubleshoot and wants me to request approval from the SB to call butternut and have them help. Thoughts?

7:40 New Business

- Historic Preservation Grant and Long Term Maintenance Plan
 - Katrina Brackett working to pull together to submit by this October
 - Joe from South Hill Building evaluated the building and found nothing to fix ASAP
 - Estimate \$1500 per window
 - Also adding plaster work for up and downstairs, but not sure if it will be done in time for this years grant
 - What do we want the library to look like for the 100 anniversary in 2025?
 - Asking for money for flooring, windows and painting the remaining two walls
- Liability and Trustees
 - Tabled until November meeting.
- Collection Development Policy
 - Cory has been researching this
 - Needs to be tied to mission
 - Last mission review 2010

- Decided to create a draft of a new mission statement and look at next meeting
- Research Institute for Public Libraries
 - A grant opportunity
 - 3 days of training for using Data to measure your libraries impact
 - Stipend for food, travel, lodging
 - Karen will write a letter in support of Cory
 -
- Trustees/Friends Conference
 - November 4th at Champlain College
- Friends
 - Passed on a list of new recruits after MoreFest
 - September meeting not scheduled at this time.
 - When they meet again, we would like to have a trustee at the next meeting.

8:00 Old Business

- Furniture update
 - Hannah is using the old patron computer table to create a new circulation desk.
 - About \$75 in labor and materials
 - The picture bookcase is in the back room. Hannah is going to come back to address a few small issues.
 - approved
- Painting Update
 - A few windows need to be finished.
- Flooring
 - Carpet added to back room for \$500 or less.

- approved
- Cleaning Estimate
 - \$65 per month from Mary Murphy
 - Plus an initial deep cleaning \$200
 - Approved

8:40 Adjourn