

WPL Board of Trustees

Librarian's Report

June 2022

Meeting called to order at:10:05 Suzy Colt, Jeannie, Katy, Sondra, Judy, Courtney,and Cathy were present. December was present via Zoom.

- December walked us through the new website.
- Tabs are and can be fluid and changed as needed.
- Sue Gradual's sketch is the background and it looks great.
- Courtney will share the calendar that Lyn has created and December can link to that.
- Our friends group will be called WOLF (Whitefield's Outstanding Library Friends) instead of FOWL.
- There is a link to sponsor a book and be the first to read it. The book will cost the patron 40% less when bought through the library.
- Will change Become a Trustee to Become Involved
- Change the tab from KOHA to something that says it is the library catalogue
- Have Patron Recommendations (we need a paper form)

Read and accept Secretary's minutes from May 2022

- Katy made the motion
- Sondra seconded it

Librarian's Report

Facilities

- I've reached out to Rob regarding the back steps. Someone from Colby is coming
- It will be looked at.
- The pantry is ready at TCCAP!
 - Our Little Free Pantry building may be moved to Groveton as they are adding one.
 - We'd like to put a picnic table there.
- Walkway is "done," but unclear why it's a few feet too short. Need to contact Shawn.
 - It needs to be two tiers longer.

Library Financial

- We are moving to a bi-weekly pay period
 - It was monthly but that is hard to budget for our employees.
- GRANTS, GRANTS, and more GRANTS!!
 - CLiF Summer reading- free books and presenters- not awarded yet
 - Update: We got it!

- Bank of NH- Food pantry support- Awarded! \$5200
- NH Charitable also gave us \$5200 for the food pantry but that money can be used for support, not just food.
- CDBG Feasibility Grant- Approved! We got \$25K and need to dream big! What is Pie in the Sky, What would be nice and What we absolutely need. We will have the funds in the Fall. NCIS will help us find an architect and Engineer. CDBG has 1-1 grants and we can get help with that too.
- Passumpsic- \$2000 a year for 3 years
- They have always sponsored our summer reading program. This could be used to help pay Lyn.
- Rotary President's Award- \$5000
- This grant is also unrestricted and can be used for whatever is needed..
- We are up to \$56,358 in grants received this year so far.
 - Huge Kudos to Courtney.
- Coming Up!
 - NHCF Community Impact Grant (up to \$10,000)- Due May 6- No decision yet
 - Lancaster Rotary- Due May 15- No decision yet
 - Tillotson Dash Grant- \$2000; have not yet applied
 - Will try to find a Health Consortium Grant
 - Have not applied for a DASH grant yet. Courtney is trying to think of what to ask for.

Community Partnerships

- NH Food Bank Summer Feeding Program- M-F from June 27-August 26
 - They will do a kick off and wrap up events on both days.
 - If we have a picnic table and children can eat on site they will get a higher rate of reimbursement.
 - Food will be prepared and cooked at the High School.

Koha

- Two new scanners purchased with grant funds. Happy to train volunteers at any time.

In house programming- Preparing for Summer!

- Working on our weekly schedule
- Rec will come to us one day a week.
- We will take presenters to the Rec field
 - The building needs a lot of work as it is very outdated and not clean.

Staff

- Lyn has started training and planning and is SO excited.
- She doesn't believe she will start "full time" until late August, after the new Sunnybrook person is trained.
- We need to get her an official offer letter.
 - Have asked the town for a sample but haven't gotten one yet. Got lots of other good info though.
- We probably need Trina and Judy's help with insurance and benefits?

Old business:

- **NHLTA Conference**
 - All Trustees have access. Sondra is going to see if we can Zoom in on it. It is Monday the 13th.

New business:

- Library Direct Mail Campaign- We are not a non-profit, so it will be more expensive unless we get our ducks in a row.
- Summer Reading Prep
- Friends of the Library
 - Whitefield's Outstanding Library Friends (WOLF)

Other:

- We want to put Courtney in for the READS award.
- I can't get the link in here but check your email for READS and click the blue **here** link. The due date is June 30th.
- She is paid for 15 hours a week and puts in at least 30.
- She has raised over \$56K for the library and the food pantry to feed the patrons.
- She truly cares about the people of Whitefield whether they are library patrons or not.

The next meeting will be July 11 at 10:00 at the library.

Meeting was adjourned at 12:07. Cathy made the motion and Katy seconded it.