

**WPL Board of Trustees Meeting
Minutes
August 4, 2021**

Meeting called to order at 10:02

Tam made a motion to accept the minutes from the last meeting and Judy seconded it.

We will have a Treasurer's Report in September.

Library Facilities/Infrastructure/Mandates.

- KOHA grant for new circulation system is underway. There is a LOT that will go into this. We are set to "go live" in December.
- ___ Working collaboratively with other libraries to learn the system so learning the program "Slack".
- ___ Will need to import patron data so folks can know who many books they have out and when they are due.
- ___ Books will need to be "weeded" to the active ones.
- ___ We appear to have 400 active users out of the 1000+ on our rolls.

- Sign- PVC possibility
 - **Report from Jeannie?**
 - **A full size proof will be at the library later today for viewing. The lines on the book need to be a bit darker but any wanted edits are easily done.**
 - ___ **Will order the pillars(about \$1000 for them and installation) and get them in before November.**
 - ___ **Shawn may have the equip[ment to install pillars but they will be put in my Nicolette Memorials. Will be set in ledge pack rather than concrete as that is recommended. This sign will be to the left of the walkway and Shawn White and/or Rob will help determine best visibility..**
 - ___ **Granite pillars estimate should be ready- Courtney**
 - **Around \$100 for pillars and installation. Will go with a standard size rather than 8x8 to save money.**
 - ___ **Still need new stairs. Can't get work done yet so will block stairs for the present. The granite can be recut but is just as expensive as using new. Shawn Harnet can do it but it is somewhat dangerous. We need one more step so will need to plan for that and will need a concrete base. May not have enough granite so will have to incorporate some brick also.**

Library Financial

- The town is getting a \$231K grant of Covid monies. We are slated for none of that.
- **Can't meet til later in August to see if we can get any of that.**
- CLiF grant- \$2000 in books from their list for us, \$500 for WES, plus programs.
- Round 2 of ARPA- Collaborative grant applications get priority. **This can be collaborating with other libraries or organizations. \$10,000 is the minimum grant but it can be applied for collaboratively. They have 500K to disperse and you apply in the fall and must spend from January to July. Best for concrete items.**
- \$800 between quilt raffle and book sale.

- Children's House money has arrived.

FOWL/Library as 501c3

- STILL IN PROGRESS.
- I have looked at our old bylaws and crosswalked them with Lincoln. Draft is ready.
- IRS 1023 EZ paperwork (\$275) is started; needs signatures
 - Incorporate with state of NH (\$25)
 - **Action needed by the board: None**

Community Partnerships (old business)

Dolly Parton Imagination Library

- We are ready to launch!
 - **Action needed by the board: None**
- **The Imagination Library just needs to push the button on the portal. Will have some test enrollments to see how it works.**

Quilt Raffle- \$100 raised so far.

In house programming

Summer Hours

- So much good community buzz about the new hours. It's really fantastic.
- Will be trying to shape hours for fall. Caroline will not be as available. Tuesday and Thursday are usually the most active days. Hopefully we can continue the children's group on Thursdays. We can change the hang down sign displaying the hours very easily.

New Book Group!

- Emily Torpey, an avid library user and book club orphan (her old group is no longer Zooming), is looking to start a new book club in September. If a board member is present (hint hint), the room can be used after library hours.
- Jeannie has said she will join the group. There are about 10+ folks currently interested. This will be an open group instead of a closed one. The first book will be "Midnight Library" and Courtney has requested copies through interlibrary loans.
- Highland House is integrating it into their activities and will read large print and/or collaboratively. Some members will attend if possible.
- Start date will depend on Emily's new grand baby's arrival. Will have a set date and time that can be changed when needed.

Summer Reading and Rec

- We currently have 53 kids signed up!

Staffing:

Kaitlin has been hired full time in Colebrook, which is wonderful for her and *okay* for us. She is still hoping to do some hours here. I'm hopeful we can keep the children's program running on Thursday mornings, or maybe every other Saturday (depending on her schedule).

Congratulations Kaitlyn!!!

Lucy announced that the Benches will be christened for Sandy on August 21 from 12-2. Refreshments will be served but it will be very low key. That area is looking very nice.

Next Meeting will be IN PERSON (pending Covid craziness) on Wednesday, September 1.

A motion was made to adjourn the meeting at 10:55 by Cathy and it was seconded by Katy. All were in favor.

Annual Dates:

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| January 1 | Start of fiscal year (but still running on the previous year's budget)
Members get on the ballot for Board (see Judy at Town Office) |
| February | Budget Hearing |
| March | Second Tuesday- Town Meeting and Voting |
| April | ANNUAL MEETING
Vote on new slate of officers (or re-approve old slate)
Approve spending for Summer Program |
| May | By-laws review? |
| June | Summer Program begins |
| July | Book sale preparations |
| August | Book Sale (first or second weekend, typically) |
| September | Discussion of new potential board members for alternate positions |
| October | Budget planning
Halloween Event |
| November | Budget meeting (town department heads and board reps) |
| December | Winter book give away (Winter holidays) |