

WPL Board of Trustees Meeting

Minutes

November 3, 2021@ 3pm

Join Zoom Meeting

<https://us02web.zoom.us/j/84642922754?pwd=OWozbnNNVXV6QjhTNUdHdkZQVIBQQT09>

Meeting ID: 846 4292 2754

Passcode: 610205

Meeting called to order at 3:09 with Courtney, Judy, Tam, Cathy and Katie in attendance.

Library Facilities/Infrastructure/Mandates.

- LFP Update
Selectmen talked to Katy about problems associated with the Little Free Pantry. There has been some negative press and the selectmen and the Chief of Police want it gone. It is on town property. There are problems that are possibly connected to it and even though it serves a great need for the town of Whitefield it will have to be moved. We are looking to have a church take it over. Perhaps it could be connected or associated with the regular food pantry.
- Stairs are coming along and the signposts are here. The town is taking care of the bill for the stairs (after much debate) and we will cover the rest of the walkway costs out of Special Projects. Total will be coming soon.
- Sign is ready to be printed. We are just looking at the brackets. Shawn can make some to attach the granite to the sign. It will be soon!!
- Stewardship of the library and the town's level of responsibility
 - We will be discussing this at the Selectboard meeting on Monday, Nov. 8 when we talk about the library budget. Board support would be appreciated.

Library Financial

- **Other than the proposal for DPW to take over facilities, other thoughts on changes to the budget?**
 - I am spending down our regular budget. Grant monies and donations received
 - We have \$4500 left to spend for the rest of the fiscal year which puts us in a good place.
 - Book spending is in line
 - ___ Fuel money is where it should be
 - ___ Maintenance and repairs have been significant. There are a few bits left to do.
 - ___ Grass will be planted in the Spring and we will be using straw mats over the winter to cut down on mud.
 - ___ Shad will put up one railing for the winter and fix the rest in the shop over the Winter. Shawn has Rob's permission to repaint some of the brick work on the front by the stairs. It needs it badly.
 - ___ The town has paid for these repairs as they are to the building itself.

- I would like to put a budget for summer programming into our appropriations request. This will increase our request to taxpayers. I would like to ask for \$3000 to cover children's programming and expanded hours.
- There were 123 children at the Magic show. The summer Program serves all the Rec kids and others as well. Children's circulation doubles and the activity at the library increases also.
- ___The surrounding towns collaborate and share programs.
- ___Each program presented costs between \$250-700.
- ___This year's program was awesome thanks to Caitlyn.
- **It will be the vote on the budget that decides this.**

Koha

- I've been doing weekly training. Daily training begins today through 11/15. Our "go live" date is December 6. I may have to open late on Tuesday, Nov. 9 unless I can find desk coverage from 10-noon. Judy said she would cover and Cathy will try to come down also.

Staffing:

- We need to look into hiring a new assistant. I will begin working on a job description to include kind/caring/compassionate, comfortability with computers, children's programming, interest in problem solving/research, and preferred background in education or social services.
- Before we advertise, Courtney has a couple of things to try first. We need a concrete job description. The job is for 10 hrs a week and the person must like children, be tech savvy and be accepting of all humanity. We need someone who is warm, welcoming, kind, happy and accepting.

Community Partnerships

CLiF grant

- Books have started to arrive! Lots of gorgeous new titles and some familiar favorites.
- There are diverse perspectives which will be good for the library and community.
- Programming will be organized with WES. Two speakers, one fall and one spring.

Dolly Parton Imagination Library

- We have 90+ kids enrolled in the first month!
- The article is in the Democrat
- ___Steve Nylist has more ideas for increasing enrollment.
- ___Outreach started with partner organizations (HeadStart, Sunnybrook Montessori, and medical offices)
- We are looking at talking to Obstetricians to have babies signed up as soon as they are born.

In house programming

Halloween- Weather was miserable and Carolyn called in sick at the last minute. I threw together a craft and gave away a few books.

New Book Group

- Next meeting is November 3 @6:30pm with *The Great Alone*. December's book is *The Maid*.

A motion was made by Cathy to adjourn the meeting at 4:19 and it was seconded by Tam.

NEXT MEETING:

Wednesday, December 1 @ 10am it will be decided the week before if it is in person or via ZOOM.

Annual Dates:

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 Summer Learning Grant applications
March	Second Tuesday- Town Meeting and Voting CLiF grant applications
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)