

Draft GFL Trustees Minutes
Friday, July 19, 2024

Present: Beth Meacham, Sharon Putney, Jennifer Lucas, Brenden Beer, Carol Reynolds, Fan Watkinson, Shelly Jungwirth, Paula Davidson

Absent: Mimi Benedict, John Miller

Meeting called to order: 3:35 pm

Minutes- Sharon moved to accept, Beth seconded. Unanimous approval of the minutes.

Secretary- Sharon moved to appoint Mimi as Secretary. Beth seconded. Unanimous approval of the appointment. Thank you Mimi.

Executive Session: started at 3:55 pm. Ended at 4:18.

Return to Meeting: 4:21 pm

Reports:

Review of July 4th works and income

- Book sale over \$450 + \$221 from maple cotton candy. Thanks to Travis Reynolds, Judy Cromwell, Jennifer Lucas, Emily Purdy, Carrie Casavant.
- Consider more marketing of book sale in April; washroom alternative for parade goers

Librarian Programming

- Report submitted by Paula, Emily and Bianca (see below)
- David Brahinsky, musician this next Wed.; Monthly artist also teaching a children's workshop; Beach turn out for recent event was lower than hoped; pony event had large turnout
- Furniture now in meeting rooms; heat may be addressed by shades and film
- Volunteer schedule is in good shape
- Intern Maggie final day 7/26 with final report Wed; ask for final evaluation/thoughts
- Walk to See, Linda Ekland - 8/23 9 am after WL walk. **Find someone to bring muffins.**

Human Resources

- Report sent to trustees with new schedule of employee hours

Treasurer

- List of Vendors will be sent around and trustees will report if a conflict
- Ahead of budget; grant awards significantly above budget

- Below '23 donations by \$2k; introduce programs with request for donations and have envelopes available
- Revisit capital plan and strategic plan in August to assist with investment decisions
- Get quotes on signage, letterhead, envelopes, banners
 - **Sign-Fan to follow up with Beth, Carol and Paula over lunch**

Building

- Reviewed architectural drawings. All will review and make comments by next meeting.
- Beth and Sharon made a motion and Jennifer seconded \$100 dinner gift certificate for architect. Unanimously improved. Beth will get certificate.
- Request to seek handy man suggestions; **Paula will post on FPF.**

Move to adjourn and all approved. 5:40 pm

Next Meeting: Friday, August 16th

Minutes by Fan Watkinson

July Librarian's Report 2024

Programs: June adult programs were attended by 71 people. There was a nice write-up in the HG by their UVM intern about the NAMI program held here. We've been handing out lots of program schedules, and Emily's first July program had 20 kids and 20 adults attending. 21 people attended Rob Mermin's talk, which was postponed due to the storms. There have been several meetings upstairs and the AC is only barely keeping up with the heat. Rural Arts used our new meeting room this week for a board meeting.

Our July book club discussion will be postponed to August 8 so that the author can join in. Lynn Stegner will read from her new book on August 14.

Art Gallery: Our July artist is Carol Williams Mason, who will also teach a children's watercolor class next week. Carole Drury is exhibiting 4 of her painted wooden screens in July and August. Neither artist wanted a reception. Seth and LaLee Bond are exhibiting in August (VT streetscape paintings and woven baskets).

Staffing: Summer volunteer schedule is finalized and can be found here (includes staff hours): [Volunteer Schedule](#). We have 13 volunteers serving weekly shifts. Penny has also been helping Rosann with Sunday hours. Maggie has one more week here; she will give a presentation at Sterling College next Wednesday and plan to attend. She has been helping with children's programs, producing flyers, and is currently working on the Pollinator Garden plant list.

Meeting Room: The furniture has arrived! Sarah Mutrux offered us a whiteboard for one wall. We have about \$2150 left in the grant. I have window film to help control heat, but we might also want full shades. Let's discuss final touches.

Logo: Some thoughts for using our new logo. My neighbor in Craftsbury is making block-print T-shirts, and could perhaps make a set for staff and volunteers (or we could order shirts online). We could replace our sign, but the current sign is only a few years old. A banner would be great; I'll ask Maggie for help designing one. Tote bags and magnets are other ideas.

2024 Library Use Statistics

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
Category	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	
Ad. Visits	529	606	666	501	491	686							
Juv. Visits	184	195	197	154	209	170							
V. Circ.	1722	1510	1547	1287	1303	1487							
ILL in/out	67/19	42/28	34/28	22/15	43/22	46/12							
E-bks/usrs	56/28	68/35	43/38	47/38	54/41	52/44							
Kanopy	97	71	40	45	52	62							
DVDs	111	102	81	65	46	52							
Magazines	28	19	23	19	10	36							
Total Circ.	1875	1649	1630	1379	1409	1601							
Circulation	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Annual
2019	1168	929	877	879	965	961	1707	1410	751	857	745	837	12106
2021	1309	1432	1366	1633	1508	1660	1822	1486	1318	1499	1359	1470	18718
2022	1201	1616	1616	1341	1287	1386	1869	1638	1496	1419	1090	1285	17366
2023	1316	1340	1515	1208	1024	1236	1659	1755	1261	1543	1613	1567	17037
2024	1875	1649	1630	1379	1409	1601							
Adult Programs	12	15	12	11	9	8							
Adult Attendance	68	103	266	73	74	71							

Emily's Youth Services Report

So busy!

It has been a lovely summer so far with many familiar faces as well as new ones who are becoming familiar. It is fun to see how kids who come during the summer have grown in a year!

We have had great turnouts at all of our programs and I feel lucky to have a job that is centered around supporting people's needs and enriching their lives through stories and experiences.

Today we hosted Pony Storytime. The Hammond family brought their 2 ponies who were very well behaved with all the kids circling around them. We had 36 kids and 34 adults attend.

I love how our programs are multigenerational.

Thursday we will host local author Natalie Kinsey to enchant us with her stories and every child will be able to take home 2 new free books with thanks to a grant from CLiF (Children's Literacy Foundation).

The makerspace is getting used well. I always come in and see that people have been there and also have been here when people come in and use it. Friendship bracelets, slime, and coloring have been popular.

We have a shade cloth to set up over the sandbox and mud kitchen and are hoping to do that in the next week or so. There is a new rain barrel attached to our wonderful new gutters for watering plants and for playing in the sandbox with.

New [Wonderbooks](#) are here and are flying out the door. People are very excited about them. We were able to purchase these with thanks to the Wisdom Foundation grant.

So far this month we have had 105 kids and 104 adults take part in programs.

Bianca's Assistant Librarian Report

This month I cataloged and processed new Wonderbooks. These books combine an audio telling or singing of the book along with the text and photos. I also checked some out for my 2 year old, who absolutely loves them. I've heard from patrons that they are quite popular.

I have also cataloged and processed shipments of new books from Baker and Taylor as well as donations to the collection from community members. I love how in demand books are! Sometimes I will be walking to the prep room to process new books and patrons will be asking to put them on hold before the dust jackets are on. It's great.

For the first time I cataloged and added a new pass for Greensboro Summer music to our library of passes.

As of this writing, I have put in 33 requests for material from other libraries and I have filled 7 requests for material through interlibrary loans.

I bring interlibrary loan materials to the post office as needed; 6 items have been posted this month.