R.K. Kittay Library

Trustee Meeting Minutes – Draft

July 21, 2025

Members Present: Jenna, Anniken Davenport, Judy Zinn, Jean Nardi, Erica Shott, Kristin Finch, Sarah Porter, Kristin Finch

Members Absent: Morgan Horton

Call to order at 7:06 pm by Judy Zinn

Public Comments: None

Approve Minutes – Approve minutes from April, June. Jean motion second Erica no comments – motion carried.

Financial Report -

Approval of Treasurer's Report. Do not have bookkeeper docs so no formal report this month. They are late from the bookkeeper– Delay approval of July report until August.

Kristin wants to know why we have Quickbook. Reason: Before a board member did that work in an old QuickBooks. Could we just do it ourselves? Kristin points out the shortfall – about $13K – Maybe one budget cut would be Quickbooks/bookkeeper.

Broad ranging discussion on budget. What is our anticipated fundraising? Right now we just have mum and pie sale left. Need to raise mum prices. Need to solicit more pies/cakes to go with fall mum sale. is mum sale here or at firehouse? Are we reserving hall? Mum sale is September 13. Judy will contact firehall. We need to solicit pies. We need a signup list. We need to do a presale.

Do we want to do quarterly withdrawal from endowment. Every quarter we can take about $1800 per quarter. Discussed need for cushion as we work through budget shortfall largely due to cost of painting the library, which ran over budget. Motion to take another quarterly draw motion by Kristin Second by Anniken. Carried.

Director's Report:
July 2025
DEVELOPMENT:
$100 donation from Barbara Keshin Wingrove
ONGOING:
Summer Reading: 16 new library card signups from the Mettawee library card drive!! The LTS summer reading books have also drawn in a bunch of teens.

Summer Reading Camp: up to 7 kids this week on Mon/Tues and 9 kids Wed/Thurs. Discussion on running it for a week. Jenna will look at the legal requirements. Kelly proposed July 13-17 for next year if for one week.

Game Night: 60 people this month!! Root beer float collaboration was great. Next game night will be in September to avoid conflicting with Old Home Day Weekend.

Cookbook Club: Canceled this month due to host conflicts/illness. Next meetup will be in September.

STEAM Saturdays: We moved the 3D printer training to July (next week) due to illness last month. I am planning to coordinate days in August when patrons can come in to work with Elisha and learn to use the printer. Currently offering passive art projects in July aligned with this summer reading "Color our World" theme.

UPCOMING:
VINS Wildlife Program: This Sunday July 27, 12-2pm. Planning to hold it on the side lawn and have crafts and snacks available beforehand.

Vermont Book Award Titles: Green Mountain, Golden Dome, and Green Mountain Book Awards have been ordered and will go on display in August.

Old Business

Bylaws – Amendment – Anniken started – not finished.
Summer Reading Program – update above

New Business

Future Planning Discussion – revisit when Morgan is present to lead.
Old Home Day – open 10-1 - consider a float next year.
Other – Mum sale discussion see above.

Thank you notes – Jenna will send one for donation above.
Next meeting - August 18, 2025
Adjourn Sarah adjourn second Jean. Carried adjourned at 7:50

Respectfully submitted by Anniken Davenport