

R.K. Kittay Library
Trustee Meeting Minutes
April 18, 2022

Members Present: Arlene Horn, Erica Shott, Carey Braidt, Jean Nardi, Anniken Davenport, and Director Stephen Niles

Absent: Judy Zinn, Sarah Porter

Call to order at 6:58 by Jean Nardi

Approve March Minutes – Motion to approve March minutes Arlene, Anniken second. No discussion. Motion carried.

Financial Report: Minimal donations this month, expenses: DVDs/Books. LibraryWorld has been purchased for \$495. Craft supplies were ordered along with some cleaning/paper products. Cleaning was doubled up because a month was missed. Year to date budget is on track.

Approve Financial Report –

Motion to approve by Erica, Carey 2nd. No discussion. Motion carried.

Directors Report: Benches are ready to be picked up. Working out a few payment/tax exempt details and when we can pick up. ARPA Grant is all used except \$42. Another round of ARPA is coming: \$500 for collection development. Stephen be working on that process. We received \$300 Summer Reading Grant. Weeding is continuing (damaged or things that haven't been checked out in a long time). Susan Nichols has been helping enter patrons into LibraryWorld. Olivia Hunter has been entering patrons (kids) into LibraryWorld. Olivia is volunteering 3-4 Thursdays a month. Erica volunteered Saturday April 9th and cataloged 3 shelves into LibraryWorld. Stephen will work on scheduling more programs with Kelli. Events: Golf Tournament (June 5)– Stephen will start making a template for the poster. Save the date post cards have gone out. Plant Sale (May 14) –Carey will work on creating wording for signs, Stephen will send the measurements for the signs. 20 posters for the plant sale and the golf tournament. (8 ½ x 11) can be printed at Dorset Library for .25/copy. 33 visitors in March, 25 adult items and 18 children items checked out. Stephen will create the volunteer calendar and make sure everyone has one to take home to hopefully eliminate any confusion on dates.

Old Business:

Plant Sale - Carey presented a plant selection/price list to the board for discussion. Plants will come from Laura's and she is donating a few things to raffle/auction off. Carey will reach out to the community to donate perennials to sell. We will finalize prices before the sale. Arlene and Carey will look into some things to add to the auction/raffle.

Summer Program- Stephen is waiting to hear from Kelly if the dates/times provided for the summer program, ending with the No Strings program, are ok. Stephen will follow up.

No strings – Treasure Hunt ties in with the summer reading theme. Board agreed to go with this theme and we will start advertising.

Golf Tournament – Save the date postcards are out, Jean is working on the food/pricing, we reviewed the sponsor list and the golfer lists. A few new names added! Erica and Jean will work on the letter soon.

Book Drop – Talk to the town re: book drop: we're looking at options to upgrade our book drop, is having a drop installed through the door an option? Stephen will talk to Gene re: historical issues.

New Business:

Library Award/Scholarship – Will postpone discussion until Jean talks to Judy re: advertising and getting the word out to the seniors. Discussed the 6th grade award for the classroom instead of individuals. We will continue this discussion at the next meeting.

Policies to review – no new policies this month.

Other – Stephen has a contact (Charlie Rockwell) on the selectboard to send updates for the town to help make a connection between the town and the library. Stephen has talked to a few new families and is working on ways to get everyone to come in and see what we're doing! Carey is interested in heading up a seed library next year. Stephen will reach out to the town selectboard re: rodent issue. Jean and Stephen need to go to the bank to get Stephen on the bank accounts. Discuss adjusting the hours/days that we are open (close Sunday and open Friday instead). This will require further discussion and Stephen will research. Stephen will put the plant sale info on our sign out front.

Adjourn 8:33pm. Motioned by Carey, Arlene 2nd. Motion carried.

The next meeting will be on May 16th

Submitted by Erica Shott