R.K. Kittay Library

Trustee Meeting Minutes – Draft

March 17, 2025

Members Present: Jenna, Judy Zinn, Anniken Davenport, Erica Shott, Sarah Porter. Morgan Horton, Kristin Finch

Members Absent: Jean Nardi

Call to order at 7:06 pm by Judy Zinn

Election –

President: Judy Zinn nominated by Anniken second Morgan. Vote unanimous.

Secretary -Anniken Davenport nominated by Morgan second Kristin. Vote Unanimous

Treasurer – Kristin Finch nominated by Judy second Anniken. Vote unanimous. She and outgoing treasurer Erica will work together on transition.

Public Comments: None

Approve Minutes – Approve minutes from February 2024. Morgan so moved, Sarah second. No further discussion. Motion carried.

Financial Report and budget approval: Endowment withdrawal per last month's approval was signed and request made. We will have to play for flowers shortly – New chairs will wait until after flowers.

B**udget call for approval**. Discussion of costs – budget is a little higher this year due to continuing renovation. Annual appeal made about $4000 so we set it at $5000 in hopes of increasing donations. Revised last year's expenses and projected expenses for this year to arrive at budget. Motion by Anniken second by Sarah – all in favor motion carried.

Approval of Treasurer's Report. Morgan motion to approve treasurer report – Kristin second unanimous approval.

Director's Report

Board Game Night w/Village Trust: March was another fantastic night! 28 people (15 adults/13 kids) and $53 in donations. Spoke to John and Jane about potentially cataloging the games and creating a joint collection that people could check out through the library, with the hope that it would help get more people in through the door. Our share of donations will be in petty cash.
Volunteers: I set up the answering machine for remote access and have been checking the messages before each shift, so hopefully that will eliminate future communication snafus. We have a new volunteer (Ed George) taking over Mary's monthly shift.

2nd CLiF Event and Mettawee Library Card Drive: still working on coordinating dates with Amanda for both of these.

UPCOMING:

New Grant! I received a $300 auxiliary grant through CLiF to create an additional children's program event this spring. I reached out to an author and presenter who raises sled dogs and brings them on library visits, and I am working with the 5th grade teacher at Mettawee to coordinate a field trip for her class to attend the program (they are currently studying the Iditarod and sled dogs). Will finalize dates based on joint availability.

Easter Egg Hunt: Stephen and his family have offered to stuff the eggs and set up the physical egg hunt this year (as well as returning as the Easter Bunny!), and Carey is planning to have the church organize the table activities. Saturday April 19. Morgan will ask grocery stores for candy. Morgan suggests an events calendar so that we could ask for donations on a schedule.

SRP: Kelli and Sarah are confirmed for the weeks of July 14-17 and July 21-24, and the VINS live animal program is scheduled for Sunday July 27 to close out the program.

New Programs: Monthly cookbook club to start in May. This will be another partnership program with the Village Trust.

General Agenda: Old Business

Bylaws – amendment – not yet – Anniken to draft by next meeting

Plant Sale – update – Made some changes to the order. Increased more gift items – since it's before Mother's Day. More geraniums. We will ask via social media for perennial donations. Advertisement plans including social media, word of mouth, flyers out for the trust. Discuss price.

Golf Tournament – update – Jenna is updating mailings with this year's date.

New Business

High School Scholarship Goes to a Rupert resident each year. Preference to a student who has volunteered. Application is online. Need to send schools information now and and set May deadline before school graduations or awards ceremonies. Deadline will be May 1.

6th Grade Award $25 gift certificate to Northshire Books

Round Table and trustee training. There is trustee training available for new and seasoned trustees.

Thank you notes - none

Next Meeting – April 28, 2025. Anniken moved to adjourn, Sarah seconded – motion carried

Adjourn

Respectfully submitted by Anniken Davenport