

**R.K. Kittay Library
Trustee Meeting Minutes
November 13, 2023**

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

Members Absent: None

Call to order at 7:02 pm by Judy Zinn

Public Comments: None

Approve Minutes – Motion to accept October minutes; Arlene moved seconded by Erica. No discussion. Motion carried.

September minutes coming.

Financial Report and approval: Erica reports on October financials. Discussion and no questions. Motion to approve Arlene Second Jean – approved.

Directors Report:

Ongoing Projects:

- Training sessions - the last two Saturdays we've had 2-3 attendees. So far it seems to be going well. Not including Board members Stephen still have 6 volunteers that need training.
- Allie Ryan will start in on relabeling the general fiction collection. Stephen has trained her on how to print them along with our procedure for placement and what if any genre labels get placed.

Upcoming Projects:

- Focusing on training and relabeling the collections. A few volunteers still need to be trained. Working on it.
- No Strings on Dec. 1st @ 7pm. There will be cookies. Discussion was had on coordinating a planned pot luck dinner before No Strings that's being held at the Sheldon Store – see below.

Other:

- Scary Stories attendance was lower than last year, but still a good turnout for us. 8-10 adults and 12-15 kids.
- Started on proposed programming for next year including presenter fees and estimated other expenses.
- Artist reception had unfortunately low attendance (2) and it was for a Rupert artist. A bit disappointing. There was discussion of emails going into spam and also the Facebook post did not show up for some people until the following day. Algorithm problem beyond our control.
- On loan popcorn machine we can use for a while – on loan from Dorset
- New smart TV bought from Walmart on special - \$130 plus stand for \$50. Old television now must go.

Proposed 2024 programing

1. Family PG Movie Series (3) Library Jan, March & May Free to public. Our estimated cost \$60.00
2. General PG-13 Movie Series (3) Library Feb, April & June Free to public. Our estimated cost \$60.00
3. Scary Stories by the Cemetery Library October Free to public. Our estimated cost \$75.00
4. Easter Egg Hunt Library Spring Free to public. Our estimated cost \$200.00
5. Wildlife Tales Southern Vermont Natural History Museum June Free to public. Our estimated cost \$300.00 Mileage (.655)
6. Puppet Show No Strings Marionette Company December Free to public. Our estimated cost \$600.00 \$20.00
7. Lego Play Series (3) Library April, May, June Free to public. Our estimated cost \$30.00
8. Craft Circle Library Twice a month Free to public. Our estimated cost \$0.00
9. Pollinators TBD May (before plant sale) TBD \$20.00
10. Yard Game Day Library August Free to public. Our estimated cost \$50.00
11. Pirate Party Library September Free Talk like a pirate day Free to public. Our estimated cost \$60.00
12. Book Buddy Backpacks Library (using SRP Grant) SRP (refresh) Free to public. Our estimated cost \$300.00

Agenda

Old Business:

- Book drop – update – not yet ready. Still waiting.
- Letter to Select Board – We are sending the letter. Don, Art and Anne both gave their approval. Anniken will send letter to Stephen and he will put on letterhead to send out.
- Scary Stories – feedback/comments – discussion of how to generate more publicity – perhaps make event listing shareable so people who see it can share it.
- No Strings December 1. – discussion of set-up for the event at the Firehall and the logistics of doing so. Set up is in the afternoon. Punch and cookies. Discussion of a pop-up potluck supper for Sheldon store to get folks to go there and then come to the Firehall to see No Strings. Would library be enthusiastic? Discussed trustees pitching in for pizza. Casual discussion – we are in support. Pizza will be our contribution. We are preordering 3 pizzas from Sherman’s Store as our contribution – cost split amongst the trustees – not out of Library budget.
- Appeal Letter – stuffed them.

New Business:

- Budget – time to think about next year. Committee has started talking about that. Will bring draft next month.
- Letter for Town Report – draft letter that is due in January. Erica will work on draft Stephen will help.
- What are thoughts on asking for the appropriation? Stephen would like to increase it because it needs to be petitioned for. Last increase was five years ago. Spirited discussion on how much the increase ask should be – consensus was go from \$1500 to \$2000. Stephen noted that this is all

used for books and that the cost has risen over the last year. General discussion and consensus that costs for everything have risen considerably over five years and that the ask is reasonable and necessary. Discussion included questions on how many signatures were needed on the request for an increased appropriation and the deadline. No firm answer on number of signatures. No vote called for or taken.

- Other - Thank you notes – none this month

Adjourn 8:15 pm by Judy Zinn.

Next meeting December 18, 2023
Submitted by Anniken Davenport

Addendum to November 13 minutes

Stephen circulated an email to all trustees shortly after our in-person meeting (Tuesday morning November 14) , noting that we had not taken a vote on whether to increase the budget request from Rupert from \$1500 to \$2000. Responses via email were as follows, in order sent:

Erica: Yes

Anniken: Yes

Jean: Yes

Sarah: Yes

Arlene: Yes

Carey: Would like a separate meeting to discuss the amount of increase.

Judy: Agreed with Carey that a separate meeting should occur.