

Middletown Springs Public Library
Regular Trustee Meeting
Wednesday, May 22, 2019
7:00 at the Library

APPROVED MINUTES

Present: Kristal Hier, Kimberly Bushnell, Diane Rosenmiller, Patty McWilliams, Beth Miller

1. Call to Order 7:15
2. Changes, Additions, Approval of Agenda
3. Approval of Minutes
 - Patty moved to approve; Diane seconded; motion carried
4. Policy Review & Discussion
 - No policies to review until September 2019
5. Treasurer's Report
 - Kristal moved to approve; Beth seconded; motion carried
6. Librarian's Report (see attached)
 - Job description tabled until fall.
 - Town challenge is exciting and coincides with 50th anniversary of moon landing – Read to the Moon – every page=10 miles to get to the moon. All readers welcome to participate from June 15 through Labor Day
 - Spring cleaning day was cancelled
 - The trustees are forever grateful for such an extraordinary Librarian
7. Friends Update
 - Successful Plant Sale
 - Agreed to underwrite the Zookeeper cost – they will use it for Friends promo
 - Agreed to underwrite Sissy's hors d'oeuvres for pre-Book Sale Party.
 - Next FOL meeting June 11, 2019 – Kimberly and Diane to attend
8. Building Committee Update
 - Working on Feasibility Study – see Building Committee minutes
9. Old Business
 - Strategic Plan – need to identify actions. Will look at old actions and see how they apply to particular goals to get more clarification on process. Tentatively Kimberly and Beth will bring a report to the next meeting.
 - Bookkeeping move update – Kimberly, Kristal and Patty met with Jenny Munyak. Jenny will handle payroll and will take from the Town Allotment. What is left over will be paid out to the Library twice a year.
 - Spring cleaning – Spring cleaning day was cancelled. Some work has been done by volunteers. Will not plan for a cleaning until early spring next year.
10. New Business
 - Book Sale – planning is going well with many slots being filled. Some calls will need to be made, overall solid. Have a spectacular selection of books this year.
 - Parade – plans made

- Will see if Zookeepers can happen at the school. Get confirmation from school between now and book sale in order to promote event. Kristal to complete request form.

11. Other Lawful Business

- none

11. Next Meeting Date – June 26, 2019

12. Adjourn

Respectfully submitted,
Beth Miller

Librarian's Report May 2019

Staff/Volunteers:

- **Job Description** – librarian/library director job description still needs updating. No progress.

Collection:

- **Park Passes:** 2019 State Parks and Historical Site passes from VTLIB have arrived

Programs/Events:

- **School Visits** – grades K-6 are visiting (two grades at a time) on May 29
- **Summer Programing** – Theme: A Universe of Stories (Space)
 - **Kick Off** – tie-dye on Library Lawn (Jun 29)
 - **Story Hours** – multi-age with stories, craft/activities (Jul 10, ,17, 24, 31)
 - **Stuffed Animal Sleepover** (July 30)
 - **Teddy bear Breakfast** (July 31)
 - **Town Challenge** – *Reading to the Moon*
 - 1 page = 10 miles. Kids, teens, adults tracking pages read and reporting them to Mission Control (the library). Moon is 238,900 miles (or 23,890 pages) away. June 15-Labor Day.
- **Scrabble Night** – First Tues, Third Mondays ... continuing
- **Book Group:** Thursdays at 7pm
 - *Their Eyes were Watching God* by Zora Neale Hurston – May 30
 - *The Lost Garden* by Helen Humphreys – June 27

Infrastructure:

- **Spring cleaning day** – this didn't happen. Tyler raked gravel back on the driveway. Neighbor Tom filled the hole in driveway near his lilac bush. Lois cleaned out garden bed. Next we need a different system which gets to windows and a deep inside clean.
- **DVD/Surround Sound system** – Hugh has offered to work on this. Adding a dvd player to system.
- **Cushions** – fabric collected.
- **Librarian's Computer** – nothing purchased yet... waiting for coffers to fill from letter and/or book sale.

Fundraising/Grants:

- **Book Sale** – promo out there, posters ready to be hung, volunteers needed.
- **Zookeepers Concert** - need a confirmed venue so we can begin to seriously promote.
- **Calendar** – no change. still 6 calendars yet to be paid as of 2/20/19.
- **CLiF Rural Libraries grant** – not approved this round.
- **VT Reads** – application due June 1
- **Annual Appeal** – money coming in and thank you's going out

Policy: No policy work until fall.

Friends:

- **Co-Sponsoring (Underwriting)** – Zookeepers Concert \$200
- **Garden & Plant Sale** – successful. Made over \$800. Leftover plants being sold from the back of the library and at Book Sale, if any left by then.
- **Lawn Sale** – scheduled for Sat, Sept 28.
- **Next meeting** - Tuesday, June 11 at 7pm.

As always, it is a pleasure to serve this board and town. Thank you for your continued support.

Respectfully Submitted, Kimberly Bushnell, Library Director